



Request for Proposal

EAGLE TAVERN & CENTRAL SCHOOL HOUSE FOUNDATION RESTORATION

RFP# 21-10-008

Oconee County Board of Commissioners
Request for Proposal No. 21-10-008
Eagle Tavern & Central School House Foundation Restoration

TABLE OF CONTENTS

- Invitation to Bid3
- Advertisement4
- Section I – General Instructions5
- Section II – General Terms & Conditions13
- Section III – Technical Specifications.....26
 - Exhibit A156
- Bidder’s Checklist172
 - Bid Forms173



Oconee County Board of Commissioners

Request for Proposal (RFP) #21-10-008

Eagle Tavern & Central School House Foundation Restoration

CLOSING DATE AND TIME: **November 19, 2020 at 10:00 AM, EST**

LOCATION: Commission Chambers
Oconee County Courthouse
23 N. Main Street, Suite 205
Watkinsville, GA 30677

RFP NUMBER: 21-10-008

ACCEPTANCE PLACE/ AGENCY: Oconee County Board of Commissioners
Finance Department - Procurement Officer
23 N. Main Street, Suite 203
Watkinsville, Georgia 30677

PRE-PROPOSAL MEETING- There is a mandatory pre-proposal meeting scheduled for **November 10, 2020 Year at 10:00 AM EST** and shall be held in the Commission Chambers at the Eagle Tavern, 26 N. Main Street, Suite 205, Watkinsville, GA 30677.

QUESTIONS regarding this RFP shall be received no later than **5:00 PM EST** on **November 12, 2020**. ANSWERS will be provided via addenda no later than **5:00 PM EST** on **November 16, 2020**.

BID OPENING shall be held in the Commission Chambers, Suite 205 at the address referenced above on **November 19, 2020 at 10:00 AM EST**.

REQUESTS FOR INFORMATION related to this RFP should be directed to:

Jessica Ellis, Procurement Officer
Phone Number (706) 769-2944
Fax Number (706) 310-3574
E-mail ocbids@oconee.ga.us

Proposal documents can be downloaded from our website: <https://oconeecounty.com>

Issue Date: October 30, 2020



**Oconee County Board of Commissioners
23 N. Main Street
Watkinsville, GA 30677**

**Request for Proposal
RFP #21-10-008
Eagle Tavern & Central School House Foundation Restoration
Issue Date: October 30, 2020**

The Oconee County Board of Commissioners is seeking proposals from contractors interested in providing the foundation restoration of the historical Eagle Tavern located at 26 N Main Street Watkinsville, Ga 30677 and the historical Central School House located at 2543 Macon Highway Watkinsville, Ga 30677. Please see the RFP documents for full scope of work.

A mandatory pre-proposal meeting is scheduled for **November 10, 2020 at 10:00 AM EST** at the Eagle Tavern located at 26 N Main Street Watkinsville, Georgia 30677. Attendance is required to qualify as a respondent.

Sealed Proposals will be accepted by the Oconee County Finance Department located at the Oconee County Courthouse, 23 N. Main Street, Suite 203, Watkinsville, Georgia, 30677 until **10:00 AM EST, November 19, 2020**. At the time and date above, sealed bids will be publicly opened and the names read aloud in the Oconee County Board of Commissioners Commission Chambers located at 23 N. Main Street, Suite 205, Watkinsville, GA 30677. Bids received after this time will not be accepted.

Each sealed envelope must be marked on the outside as “Response for Eagle Tavern & Central School House Foundation Restoration RFP# 21-10-008” and should include the respondent’s name and address.

Questions regarding this RFP should be directed to Ms. Jessica Ellis, Procurement Officer via email at ocbids@oconee.ga.us and shall be received no later than **5:00 PM EST, November 12, 2020**. Bid forms and Scope of Work are available to view at the Finance Department or may be obtained from the County’s website, under “Bid Opportunities”.

The OCBOC reserves the right to cancel this solicitation and/or reject any and all proposals in whole or in part if Oconee County determines that cancellation and/or rejections are advantageous to the County. RFPs are legal and binding upon the Respondent when submitted. It will also be the responsibility of each Respondent to obtain any addenda issued from the Purchasing Office. The written RFP documents supersede any verbal or written prior communications between the parties.

By Oconee County Board of Commissioners
The Honorable John Daniell



Section I

General Instructions

Request for Proposal No. 21-10-008 Eagle Tavern & Central School House Foundation Restoration

A. GENERAL INFORMATION

1. The Oconee County Board of Commissioners is seeking proposals from contractors interesting in providing the foundation restoration of the historical Eagle Tavern located at 26 N Main Street Watkinsville, Ga 30677 and the historical Central School House located at 2543 Macon Highway Watkinsville, Ga 30677. Please see the RFP documents for full scope of work.

B. BID REQUIREMENTS

1. Bidder Qualifications

- a. Oconee County may make any investigations deemed necessary to determine bidder's ability to perform the work, and bidder shall furnish all information and data requested by the county. The county reserves the right to reject any bid from any bidder that the county considers not properly qualified to carry out agreement obligations or able to satisfactorily complete the work on schedule.

2. Examination of Bid Documents and Site

- a. Before submitting each a bid, each bidder shall: examine the bid document package thoroughly; become familiar with local conditions affecting cost and work progress or performance; become familiar with federal, state, and local laws, ordinances, rules, regulations affecting cost and work progress or performance; study and carefully correlate bidder's observations with the bid document package; and notify the county concerning conflicts, errors, or discrepancies in the bid document package.
- b. Bid submission will constitute incontrovertible representation that bidder understands and has complied with requirements contained in this article, and that bidder has read and understood the bid document package and hereby stipulates that the documents are sufficient in scope and detail to indicate and convey understanding for terms and conditions in order to perform work.

3. Copies of Bid Documents

- a. The solicitation document package includes the Advertisement, Sections I-III, all attachments, exhibits, and addenda issued during the solicitation period.
- b. Complete sets of the solicitation document package shall be used in preparing bids. The county assumes no responsibility for errors or misinterpretations resulting from using incomplete sets of the bid document package.
- c. The county, in making the RFP document package available on the above terms, does so only to obtain bids on work and does not confer license or grant for any other use.
- d. Any part of the RFP document package may be modified by addenda.

C. CONTACT PERSON

1. Bidders are encouraged to contact **Jessica Ellis, Procurement Officer by email at ocbids@oconee.ga.us** to clarify any part of the RFP requirements. All questions that arise prior to the DEADLINE FOR QUESTIONS due date shall be directed to the contact person in writing via email. Any unauthorized contact shall not be used as a basis for responding to this RFP and also may result in the disqualification of the contractor's submittal.
2. Contractors may not contact any elected official or other county employee to discuss the bid process or bid opportunities except through the purchasing officer named herein or as provided by existing work agreement(s). This policy shall be strictly enforced and the county reserves the right to reject the submittal of any vendor violating this provision.

D. ADDENDA AND INTERPRETATIONS

1. Oconee County will issue responses to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the due date posted on the county's website under the bid information. Contractor should not rely on any representations, statements, or explanations other than those made in this RFP or in any addendum to this RFP. Where there appears to be a conflict between the RFP and any addenda issued, the last addendum issued will prevail. Contractors are advised to check the website for addenda before submitting their bids.
2. Contractors shall acknowledge any issued addenda by including the Addenda Acknowledgement Form with the bid submittal. Bid submittals that fail to acknowledge the contractor's receipt of any addendum may result in the rejection of the bid if the addendum contains information that substantially changes the owner's requirements.
3. Addenda may be issued to modify the bid document package as deemed necessary by Oconee County.

E. BID SUBMISSIONS

1. A total of four (4) sealed bids, one (1) unbound original and three (3) copies must be received no later than 10:00 AM EST on November 19, 2020. Bids must be submitted in a sealed envelope with the following clearly labeled on the outside "Response for Eagle Tavern & Central School House Foundation Restoration RFP# 21-10-008" and should include the respondent's name and address. Each envelope should be addressed to:

Oconee County Board of Commissioners
Attn: Procurement Officer
23 N. Main Street, Suite 203
Watkinsville, GA 30677

2. Hard copies may be delivered to the above address ONLY between the hours of 8:00 AM and 5:00 PM EST, Monday through Friday, excluding holidays observed by the Oconee County

Government. Bid must meet required specifications and must be of a quality that will adequately serve the use and purpose for which intended.

3. Submittals or modifications received after the due date and time will not be considered. Oconee County Government assumes no responsibility for the premature opening of submittals not properly addressed and identified and/or delivered to the proper designation. Late proposals properly addressed to the Oconee County Board of Commissioners shall be returned to the respondent unopened.
4. Each bid shall contain the following completed county forms and documents.
 - a. Bidder's Checklist
 - b. Bidder's Information
 - c. Experience Statement
 - d. Cost Proposal
 - e. Addenda Acknowledgement Form
 - f. Partnership Certificate
 - g. Corporate Certificate
 - h. Individual Certificate
 - i. Subcontractor List
 - j. Certificate of Non-Collusion
 - k. Georgia Security and Immigration Compliance Affidavit (E-Verify)
 - l. S.A.V.E. Affidavit & Verifiable Document (i.e. photocopy of GA driver's license.)
 - m. Oath of Bidder
 - n. Drug Free Workplace Certificate
 - o. W-9
5. More than one bid received for the same work from an individual, firm, partnership, corporation, or association under the same or different names will not be considered. Reasonable grounds for believing any applicant is interested in more than one bid for the same work will cause the county to reject all bids from the applicant. If the county believes collusion exists among applicants, bids from participants in collusion will not be considered.
6. Conditions, limitations, or provisions attached by the applicant to the bid forms may cause its rejection. Bids containing items not included in the form of bids will be considered irregular.

F. MODIFICATION AND WITHDRAWAL OF BIDS

1. Withdrawal prior to time for receiving bids: Bids may be modified or withdrawn by appropriate document duly executed and delivered to the place where bids are to be submitted at any time prior to the deadline for submitting bids. Bid withdrawals will not prejudice applicant's rights to submit a new bid prior to the deadline for submitting bids.
2. Withdrawal after the time for receiving bids: After the period for receiving bids has expired, no bid may be withdrawn, modified, or explained, except as provided for in the below article.

G. AWARD OF CONTRACT

1. To extent permitted by applicable state and federal laws and regulations, the county reserves right to reject any and all bids, to waive any and all informalities, and to disregard nonconforming, non-responsive, or conditional bids. Bids may be considered irregular and subject to rejection if they show serious omission, unauthorized form alterations, use of unauthorized forms, unauthorized alternate bids, incomplete or unbalanced unit prices, or other irregularities. In case of error in the extension of prices in the bid, the unit price will govern. No bid shall be altered, amended, or withdrawn, unless the acceptance date has expired, after the opening date of bids. Negligence on the part of the contractor in preparing the bid confers no right for the withdrawal of the bid after it has been opened. Any mistake, which is obviously a clerical one, such as an error in price extension, or in placement of decimal points, reversal of prices, FOB destination, FOB point of origin, etc., may be corrected by Oconee County after verification is made by the applicant. However, under no circumstances can unit prices be changed.
2. Contract will be awarded by the county pursuant to applicable law. Nothing contained herein shall place duty upon the county to reject bids or award bids based upon anything other than the county's sole discretion as described herein.
3. The county will award the project at the county's discretion.

H. SIGNATURE REQUIRED

1. Each bidder shall furnish all information required by the bid schedule and schedule of values. Each bidder shall sign the bid and print or type his or her name on the schedule. The person signing the bid must initial erasures or other changes. An authorized agent of the company must sign bids. A VALID BID OFFER MUST BE SIGNED.

I. ALTERATIONS OF SOLICITATION AND ASSOCIATED DOCUMENTS

1. Alterations of county documents are strictly prohibited and will result in automatic disqualification of the bidder's solicitation response. If there are "exceptions" or comments to any of the solicitation requirements or other language, then the supplier may make notes to those areas, but may not materially alter any document language.

J. OCONEE COUNTY INSURANCE REQUIREMENTS

The following recommended minimum insurance limits apply to vendors doing business with the Oconee County Board of Commissioners. The Standard Insurance Limits are recommended for all procurements of goods and ancillary services. The specific requirements for vendors providing high risk services

supersede the Standard Insurance Limits. Coverage types and limits are recommended minimums and should be increased as appropriate based on contract value and potential risks to the County.

To achieve the appropriate coverage levels, a combination of a specific policy written with an umbrella policy covering liabilities above stated limits is acceptable. ¹

Important:

All policies shall contain a provision that coverage afforded under the policies shall not be canceled, changed, allowed to lapse, or allowed to expire until thirty (30) calendar days after written notice has been given to the certificate holder on the certificate of insurance. All such coverage shall remain in full force and effect during the initial term of the agreement and any renewal or extension thereof.

All policies must be issued by an insurance company licensed to do business in the State of Georgia, with a minimum AM Best rating of A-, and signed by an authorized agent.

¹ For example: If appropriate limits are \$2 million per occurrence and \$2 million aggregate, acceptable coverage would include a specific policy covering \$1 million per occurrence and \$1 million aggregate written with an umbrella policy for an additional \$1 million.

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- Certificate Holder should read:
Oconee County Board of Commissioners
23 North Main Street
Watkinsville, Georgia 30677
 - Certificates of Insurance, and any subsequent renewals, must reference specific bid/contract by projected name and project/bid number.
 - Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required Insurance shall be procured and maintained by Contractor at Contractor's expense.
 - No Contractor or Subcontractor shall commence any work of any kind under this Contract until all insurance requirements contained in this Contract have been complied with and until evidence of such compliance satisfactory to Oconee County as to form and content has been filed with Oconee County.
 - Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.
 - The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.
 - The Contractor shall at a minimum apply risk management practices accepted by the contractors' industry.

A. STANDARD INSURANCE LIMITS FOR GOODS AND ANCILLARY SERVICES

Workers Compensation (WC):	Statutory Limits – required in all contracts
Bodily injury by Accident – each employee	\$ 100,000
Bodily injury by Disease – each employee	\$ 100,000
Bodily Injury by Disease – policy limit	\$ 500,000
Commercial General Liability (CGL):	
Each Occurrence Limit	\$ 1,000,000
Personal & Advertising Injury Limit	\$ 1,000,000
General Aggregate Limit	\$ 2,000,000
Products/Completed Ops. Aggregate Limit	\$ 2,000,000
Automobile Liability	
Combined Single Limit	\$ 1,000,000

1. **Building Remodeling and Construction:** This includes all aspects of building work, including, but not limited to, ducts, electrical, HVAC, painting, plumbing, roofing, etc.

Workers Compensation (WC):	Required for all Contracts NO EXEMPTIONS
Commercial General Liability (CGL):	
Each Occurrence Limit	\$ 1,000,000
Personal & Advertising Injury Limit	\$ 1,000,000
General Aggregate Limit	\$ 2,000,000 (per project)
Products/Completed Ops. Aggregate Limit	\$ 2,000,000
Automobile Liability	
Combined Single Limit	\$ 1,000,000
Property Coverage or Builders Risk Policy	Equal to or greater than the existing building limit if performing

renovations.

If hazardous substances are involved:

Contractor's Pollution Liability (with 1 year extended reporting period)

Each Occurrence \$ 1,000,000

Aggregate \$ 2,000,000

Other specific coverage requirements / levels may exist depending on project size, scope, and type.

Additional Insured: The vendor shall add the "Oconee County Board of Commissioners, its officers, employees and agents" as an additional insured under the commercial general, automobile, and contractor's pollution liability policies.

END OF SECTION I



Section II

General Terms & Conditions

Request for Proposal No. 21-10-008 Eagle Tavern & Central School House Foundation Restoration

A. CONTRACT AND CONTRACT DOCUMENTS

The Solicitation and Offeror's response shall form part of the Purchase Order, and the provisions thereof shall be as binding upon the parties.

B. DEFINITIONS

1. 'Alternate bids' means the amount stated in the bid or proposal to be added to or deducted from the amount of the base bid or base proposal if the corresponding change in project scope or alternate materials or methods of construction is accepted.
2. 'Base bid' or 'base proposal' means the amount of money stated in the bid or proposal as the sum for which the bidder or proposer offers to perform the work.
3. 'Bid bond' means a bond with good and sufficient surety or sureties for the faithful acceptance of the contract payable to, in favor of, and for the protection of the governmental entity for which the contract is to be awarded.
4. 'Change order' means an alteration, addition, or deduction from the original scope of work as defined by the contract documents to address changes or unforeseen conditions necessary for project completion.
5. 'Competitive sealed bidding' means a method of soliciting public works construction contracts whereby the award is based upon the lowest responsive, responsible bid in conformance with the provisions of subsection (b) of Code Section 36-91-21.
6. 'Competitive sealed proposals' means a method of soliciting public works contracts whereby the award is based upon criteria identified in a request for proposals in conformance with the provisions of subsection (c) of Code Section 36-91-21.
7. 'Emergency' means any situation resulting in imminent danger to the public health or safety or the loss of an essential governmental service.
8. 'Governing authority' means the official or group of officials responsible for governance of a governmental entity.
9. 'Governmental entity' means a county, municipal corporation, consolidated government, authority, board of education, or other public board, body, or commission but shall not include any authority, board, department, or commission of the state, or a public transportation agency as defined by Chapter 9 of Title 32.
10. 'Payment bond' means a bond with good and sufficient surety or sureties payable to the governmental entity for which the work is to be done and intended for the use and protection of all subcontractors and all persons supplying labor, materials, machinery, and equipment in the prosecution of the work provided for in the public works construction contract.
11. 'Performance bond' means a bond with good and sufficient surety or sureties for the faithful performance of the contract and to indemnify the governmental entity for any damages occasioned by a failure to perform the same within the prescribed time. Such bond shall be payable to, in favor of, and for the protection of the governmental entity for which the work is to be done.

12. 'Public works construction' means the building, altering, repairing, improving, or demolishing of any public structure or building or other public improvements of any kind to any public real property other than those projects covered by Chapter 4 of Title 32. Such term does not include the routine operation, repair, or maintenance of existing structures, buildings, or real property.
13. 'Responsible bidder' or 'responsible offeror' means a person or entity that has the capability in all respects to perform fully and reliably the contract requirements.
14. 'Responsive bidder' or 'responsive offeror' means a person or entity that has submitted a bid or proposal that conforms in all material respects to the requirements set forth in the invitation for bids or request for proposals.
15. 'Scope of project' means the work required by the original contract documents and any subsequent change orders required or appropriate to accomplish the intent of the project as described in the bid documents.
16. 'Scope of work' means the work that is required by the contract documents.
17. 'Sole source' means those procurements made pursuant to a written determination by a governing authority that there is only one source for the required supply, service, or construction item.

C. AGREEMENT RENEWAL (IF APPLICABLE)

This agreement may be renewed up to four (4) successive, one-year periods contingent upon the appropriation of funds by the Oconee County Board of Commissioners in the annual budget for such fiscal year. The execution of all documents is subject to the Owner's approval. Written notice shall be given approximately sixty (60) days prior to the expiration date of each agreement period

D. NONAPPROPRIATION OF FUNDS

The Contractor acknowledges that the Finance Department cannot contract for the payment of funds not yet appropriated by the Oconee County Board of Commissioners (OCBOC). If funding to a Department is reduced due to an order by the OCBOC or the Governor, or is required by State law, or if federal funding (when applicable) is not provided, the OCBOC may terminate this contract or proportionately reduce the services and purchase obligations and the amount due from the OCBOC upon 30 days written notice. In the case that funds are not appropriated or are reduced, the OCBOC will reimburse Contractor for products delivered or services performed through the date of cancellation or reduction, and the OCBOC will not be liable for any future commitments, penalties, or liquidated damages.

E. DISCREPANCIES

Should a Bidder find discrepancies in the bid documents and/or specifications or be in doubt as to the meaning or intent of any part thereof, the Bidder shall request clarification from the County in writing, not later than five (5) working days prior to the date for Bid to close. Any changes to the RFP that result from such a clarification will be communicated through a written addendum and posted on the Finance Department "Bid Opportunities" page at www.oconeecounty.com. Failure to request such a clarification is a waiver of any claim by the Bidder for additional expenses because its interpretation was different than the County's.

F. MATERIALS, SERVICES AND FACILITIES

1. It is understood that, except as otherwise specifically stated in the Contract Documents, the Contractor shall provide and pay for all materials, labor, tools, equipment, water, light, power, transportation, superintendence, temporary construction of every nature, and all other services and facilities of every nature whatsoever necessary to execute, complete, and deliver the work within the specified time.
2. Any work necessary to be performed after regular hours, on Sundays or Legal Holidays shall be performed without additional expense to the Owner.

G. CONTRACTOR'S TITLE TO MATERIALS

No materials or supplies for the work shall be purchased by the Contractor or by any subcontractor subject to any chattel mortgage or under a conditional sale contract or other agreement by which an interest is retained by the seller. The contractor warrants that he has good title to all materials and supplies used by him in the work, free from liens, claims, or encumbrances.

H. BRAND OR MANUFACTURER'S REFERENCE

The County has determined that any manufacturer's brand defined in the RFP Specifications meets the County's product and support need. The manufacturer's reference is not intended to be restrictive, but descriptive of the type and quality the County desires to purchase. Bids for similar manufactured products of like quality will be considered if the Bid is fully noted with the manufacturer's brand name and model unless "No Substitutions" has been noted in the bid documents. The County reserves the right to determine products and support of equal value.

I. INSPECTION AND SUPERVISION

The work under this contract shall be done in accordance with the laws of the State of Georgia and under the direct supervision and to the entire satisfaction of Oconee County, Ga. Further, the County may, from time to time, make inspections of the work performed under the Agreement. Any inspection by the County does not relieve the Contractor of any responsibility in meeting the Agreement requirements. The decision of the Project Manager, upon any question connected with the execution of the work under this contract, and interpretation of the specifications or upon failure or delay of the work by the contractor, shall be final and conclusive.

J. WARRANTY

The Contractor agrees to warrant and assume responsibility for all products (including hardware, firmware, and/or software products) that it licenses, contracts, or sells to the Oconee County Board of Commissioners (OCBOC) under this contract for a period of one year, unless otherwise specified and mutually agreed upon elsewhere in this contract. The Contractor (seller) acknowledges that all warranties granted to the buyer by the Uniform Commercial Code of the State of Georgia apply to this contract. Product liability disclaimers and/or warranty disclaimers from the seller are not applicable to this contract unless otherwise specified and mutually agreed upon elsewhere in this contract. In general, the Contractor warrants that: (1) the product will do what the salesperson said it would do, (2) the product will live up to all specific claims that the manufacturer makes in their advertisements, (3) the product will be suitable for the ordinary purposes for which such product is used, (4) the product will be suitable for any special purposes

that the County has relied on the Contractor's skill or judgment to consider when it advised the County about the product, (5) the product has been properly designed and manufactured, and (6) the product is free of significant defects or unusual problems about which the County has not been warned. Remedies available to the County include the following: The Contractor will repair or replace (at no charge to the County) the product whose nonconformance is discovered and made known to the Contractor in writing. If the repaired and/or replaced product proves to be inadequate, or fails of its essential purpose, the Contractor will refund the full amount of any payments that have been made. Nothing in this warranty will be construed to limit any rights or remedies the OCBOC may otherwise have under this contract.

K. SEVERABILITY

In the event that any provision shall be adjudged or decreed to be invalid, such ruling shall not invalidate the entire Agreement but shall pertain only to the provision in question and the remaining provisions shall continue to be valid, binding and in full force and effect.

L. APPLICABLE LAWS/FORUM

This Agreement shall be governed in all respects by the laws of the State of Georgia. Any judicial action shall be filed in the State of Georgia, County of Oconee.

M. OPEN RECORDS

Offeror acknowledges and agrees that the county is obligated to timely comply with requests for information pursuant to state and federal law and regulation. Offeror agrees to comply with all provision of the Georgia Open Records Act ("ORA") (O.C.G.A. § 50-18-70 *et. seq.*), and to make records pertaining to performance of services, provision of goods or other functions under this contract available for public inspection upon request, unless otherwise exempt under other provisions of the ORA. Offeror shall provide the county with immediate notice should Offeror receive an Open Records Request. If Offeror asserts that any information in its response or in any information provided to the county with respect to the services or products under this contract are a protectable trade secret, as that term is defined in O.C.G.A. § 10-1-761, then the Offeror *must* follow the requirements of the ORA set forth at O.C.G.A. § 50-18-72(a) (34) and submit an affidavit declaring and specifically describing their trade secrets, including those of their subcontractor.

N. NOTICES

All notices and other communications hereunder shall be deemed to have been given when made in writing and either (a) delivered in person, (b) delivered to an agent, such as an overnight or similar delivery service, or (c) deposited in the United States mail, postage prepaid, certified or registered, addressed as follows:

TO CONTRACTOR

TBD

TO COUNTY:

Oconee County Finance Department
Attn: Procurement Officer
23 N. Main Street, Suite 203
Watkinsville, Georgia 30677

O. **PROCEDURES**

The extent and character of the services to be performed by the Contractor shall be subject to the general control and approval of the Department Director or his/her authorized representative(s). The Contractor shall not comply with requests and/or orders issued by anyone other than Department Director or his/her authorized representative(s) acting within their authority for the County. Any change to the Agreement must be approved in writing by the Finance Director and the Contractor.

P. **DELAYS**

If delay is foreseen, the Contractor shall give immediate written notice to the Department Director. The Contractor must keep the County advised at all times of the status of the project. Default in promised delivery (without accepted reasons) or failure to meet specifications, authorizes Procurement to purchase services elsewhere and charge full increase in cost and handling to defaulting Contractor.

Q. **WORKMANSHIP**

All work under this Agreement shall be performed in a skillful and workmanlike manner. The Contractor and its employees shall be professional and courteous at all times. The County may, in writing, require the Contractor to remove any employee from work for reasonable cause, as determined by the County.

R. **QUALITY**

All materials used for the manufacture or construction of any supplies, materials, vehicles, or equipment covered by this bid shall be new (unless otherwise specified), the latest model, of the best quality, and highest-grade workmanship. Vehicles and/or equipment shall be equipped with such necessary equipment complying with the Georgia State Law, but not including licensing. In addition, materials must comply with all applicable Federal and State OSHA requirements in affect at the time of bid.

S. **DELIVERY**

Orders must be shipped directly to ordering agency at address specified. Shipments must be made in accordance with the item(s) as described and priced on this order. In addition, orders must be shipped F.O.B. Destination, Freight Prepaid, unless other shipping instructions are described in this order. **UNLESS INDICATED OTHERWISE, ALL ORDERS MUST BE SHIPPED PROMPTLY (WITHIN 5 WORKING DAYS), UPON RECEIPT OF ORDER.**

Responsibility and liability for loss or damage will remain with Contractor until final inspection and acceptance when responsibility will pass to the State except as to latent defects, fraud and Contractor's warranty obligations.

T. **CLEANING UP**

The Contractor shall at all times keep the property free from rubbish and the accumulation of any waste materials. Contractor shall be responsible for the removal of all litter and debris at the end of each day, or more frequently as may be required by the Department Director.

U. SUBCONTRACTORS

All applicants shall include a list of all subcontractors with their bid. The County reserves the right to reject the successful Bidder’s selection of subcontractors for good cause. If a subcontractor is rejected, the contractor may replace that subcontractor with another subcontractor subject to the approval of the County. Any such replacement shall be at no additional expense to the County nor shall it result in an extension of time without the County’s approval.

V. EXEMPTION FROM TAXES

The Contractor shall not charge the County for Georgia State Sales or Use Taxes or Federal Excise Tax on the finished goods or services provided under the Agreement. However, this exemption does not apply to the Contractor, and the Contractor shall be responsible for the payment of any sales, use, or excise tax it incurs in providing the goods required by the Agreement, including, but not limited to, taxes on materials purchased by a Contractor for incorporation in or use on a construction project. Nothing in this section shall prohibit the Contractor from including its own sales tax expense in connection with the Agreement in its Agreement price.

W. INVOICING AND PAYMENT

Upon completion of work, the Contractor shall submit a proper invoice, in duplicate, detailing a breakdown of all charges that shall be based on completion of tasks or deliverables.

Invoices shall be submitted to:

Oconee County Board of Commissioners
P.O. Box 1527
Attn: Finance Department
Watkinsville, GA 30677

All such invoices will be paid in accordance with Oconee County’s Fiscal Policy. The preferred method of payment is electronic. Refer to table below for payment method options.

Payment Method:	Terms:
Electronic Payment Method	10 Days
Automatic Clearing House (ACH)	20 Days
Check	30 Days

Should any items be questioned, payment will be withheld pending verification of the amount claimed and the validity of the claim. The Contractor shall provide complete cooperation during any such investigation.

Contractor shall provide the purchase order number on the pricing form.

X. AGREEMENT DISPUTES

The Contractor shall give written notice to the Finance Director of intent to file a claim for money or other relief within ten (10) calendar days of the occurrence-giving rise to the claim or at the beginning of the work upon which the claim is to be based, whichever is earlier.

The claim, with supporting documentation, shall be submitted to the Finance Director by US Mail, courier, or overnight delivery service, no later than sixty (60) days after final payment. The Contractor shall submit its invoice for final payment within thirty (30) days after completion or delivery of the services. If the claim is not disposed of by agreement, the Finance Director shall reduce his/her decision to writing and mail or otherwise forward a copy thereof to the Contractor within thirty (30) days of the County's receipt of the claim.

The Finance Director's decision shall be final unless the Contractor appeals within thirty (30) days by submitting a written letter of appeal to the Finance Director or his/her designee. The Finance Director shall render a decision within sixty (60) days of receipt of the appeal.

Y. ASSIGNMENT OF CONTRACT

The Agreement may not be assigned in whole or in part without the written consent of the Finance Department

Z. CHANGE ORDERS OR AGREEMENT MODIFICATIONS

Oconee County may order changes within the general scope of the contract at any time by change order or modification to the purchase order. Changes within the scope of the agreement are generally initiated between contractor and project manager. The project manager will submit a change order request to the Finance Department for administrative approval. Once a signed change order has been submitted to Purchasing, a revised purchase order is issued and distributed. The contractor shall comply with the notice upon receipt. The contractor shall be compensated for any additional costs incurred as the result of such order and shall give Oconee County a credit for any savings. Said compensation shall be determined by mutual agreement between Oconee County entity and the contractor in writing.

AA. TIME FOR COMPLETION AND LIQUIDATED DAMAGES (IF APPLICABLE)

It is hereby understood and mutually agreed, by and between the Contractor and the Owner, that the date of beginning and the time for completion as specified in the Contract of the work to be done hereunder are ESSENTIAL CONDITIONS of this contract; and it is further mutually understood and agreed that the work embraced in this contract shall be commenced on a date to be specified in the Notice to Proceed.

The Contractor agrees that said work shall be prosecuted regularly, diligently, and uninterruptedly at such rate of progress as will insure full completion thereof within the time specified. It is expressly agreed that the established contract time for the work described herein is a reasonable time for the completion of the same, taking into consideration the average climatic range and usual industrial conditions prevailing in this locality.

If the said Contractor shall neglect, fail or refuse to complete the work within the time herein specified, or any proper extension thereof granted by the Owner, then the Contractor does hereby agree, as a part consideration for the awarding of this contract, to pay to the Owner, not as a penalty but as liquidated damages for such breach of contract hereinafter set forth, (insert amount) for each and every calendar day that the Contractor shall be in default after the time stipulated in the contract for completing the work.

BB. **CORRECTION OF WORK**

All work, all materials, whether incorporated in the work or not, all processes of manufacture, and all methods of construction shall be at all times and places subject to the inspection of Oconee County, Ga. Oconee County, GA. shall be the final judge of the quality and suitability of the work, materials, processes of manufacture, and methods of construction fail to meet their approval, they shall be forthwith reconstructed, made good, replaced and/or corrected, as the case may be, by the Contractor at his own expense. Rejected material shall immediately be removed from the site. If, in the opinion of the Owner, it is undesirable to replace any defective or damaged materials or to reconstruct or correct any portion of the work injured or not performed in accordance with the Contract Documents, the compensation to be paid to the Contractor hereunder shall be reduced by such amount as in the judgment of the Owner shall be equitable.

CC. **ACCEPTANCE OF FINAL PAYMENT AS RELEASE**

The acceptance by the Contractor of final payment shall be and shall operate as a release to the Owner of all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and neglect of the Owner and others relating to or arising out of this work. No payment, however, final or otherwise, shall operate to release the Contractor from any obligations under this contract.

DD. **TERMINATION**

Subject to the provisions below, this Agreement may be terminated by the County upon thirty (30) days advance written notice to the Contractor; but if any work or service hereunder is in progress, but not completed as of the date of termination, then the Agreement may be extended upon written approval of the County until said work or services are completed and accepted:

- a) **Termination for Convenience-**
The County may terminate this Agreement for convenience at any time in which the case the parties shall negotiate reasonable termination costs.
- b) **Termination for Cause-**
In the event of Termination for Cause, the thirty (30) days advance notice is waived and the Contractor shall not be entitled to termination costs.
- c) **Termination Due to Unavailability of Funds in Succeeding Fiscal Years-**
If funds are not appropriated or otherwise made available to support continuation of the performance of this Agreement in a subsequent fiscal year, then the Agreement shall be canceled with no further cost to the County.

EE. **BID BONDS, PERFORMANCE AND PAYMENT BONDS**

If required, each bidder must deposit with his bid a Bid Bond or Certified Check for five percent (5%) of the total bid amount, and a Consent of Surety form from a surety company licensed to do business in the State of Georgia. The Consent of Surety shall state that upon award of the Agreement, a Performance and Payment Bond each for one hundred percent (100%) of the Total Agreement Amount can be furnished. The payment and performance bonds are required before the Notice to Proceed can be issued. **BID BONDS ARE REQUIRED FOR THIS SOLICIATION.**

FF. **CONTRACTOR'S AND SUBCONTRACTOR'S INSURANCE**

- **Contractors and Subcontractors Insurance:** The Contractor shall not commence work under this contract until he has obtained all the insurance required under this paragraph and such insurance has been approved by the Owner, nor shall the Contractor allow any subcontractor to commence work on his subcontract until the insurance required of the subcontractor has been so obtained and approved.

Contractor shall incorporate a copy of the insurance requirements as herein provided in each and every subcontract with each and every Subcontractor in any tier, and shall require each and every Subcontractor of any tier to comply with all such requirements. Contractor agrees that if for any reason Subcontractor fails to procure and maintain insurance as required, all such required Insurance shall be procured and maintained by Contractor at Contractor's expense.

Compliance by the Contractor and all subcontractors with the foregoing requirements as to carrying insurance shall not relieve the Contractor and all Subcontractors of their liability provisions of the Contract.

The Contractor and all Subcontractors are to comply with the Occupational Safety and Health Act of 1970, Public Law 91-956, and any other laws that may apply to this Contract.

The Contractor shall at a minimum apply risk management practices accepted by the contractors' industry.

- **Compensation Insurance:** The Contractor shall procure and shall maintain during the life of this contract Workmen's Compensation Insurance as required by applicable State or territorial law for all of his employees to be engaged in work at the site of the project under this contract and, in case of any such work sublet, the Contractor shall require the subcontractor similarly to provide Workmen's Compensation Insurance for all of the latter's employees to be engaged in such work unless such employees are covered by the protection afforded by the Contractor's Compensation Insurance. In case any class employees engaged in hazardous work on the project under this contract is not protected under the Workmen's Compensation Statute, the Contractor shall provide and shall cause each subcontractor to provide adequate employer's liability insurance for the protection of such of his employees as are not otherwise protected.
- **Contractor's Public Liability and Property Damage Insurance and Vehicle Liability Insurance:** The Contractor shall procure and shall maintain during the life of this contract Contractor's Public Liability Insurance, Contractor's Property Damage Insurance and Vehicle Liability.
- **Subcontractor's Public Liability and Property Damage Insurance and Vehicle Liability Insurance:** The Contractor shall require each of his subcontractors to procure and to maintain during the life of his subcontract, Subcontractor's Public Liability and Property Damage Insurance and Vehicle Liability Insurance of the type.

GG. **PATENT INDEMNITY:**

The contractor guarantees to hold the County, its agents, officers or employees harmless from liability of any nature or kind for use of any copyrighted or uncopyrighted composition, secret

process, patented or unpatented invention, articles or appliances furnished or used in the performance of the contract, for which the contractor is not the patentee, assignee or licensee.

HH. **GENERAL INDEMNIFICATION**

It is understood that in the event of contractor negligence, Oconee County is protected against third-party claims. The Contractor is required to provide legal counsel to protect the owner and pay all damages arising from its negligent act.

II. **AGREEMENT**

Each Bid is received with the understanding that the acceptance in writing by the County of the offer to furnish any or all of the commodities or services described therein shall constitute an agreement between the Bidder and the County which shall bind the Bidder on his part to furnish and deliver the articles quoted at the prices stated in accordance with the conditions of said accepted bid. The County, on its part, may order from such contractor, except for cause beyond reasonable control, and to pay for, at the agreed prices, all articles specified and delivered.

a) The Board of Commissioners may enter into contracts and agreements as provided by state law. All capital contracts or agreements must be approved by the Board, and may be amended with the issuance of a change order under the signature of the Chair.

b) “no parole evidence”- prohibits oral modifications to the contract or allowance for past practices by the County.

c) Modifications, such as a written change order or amendment signed by the contracting authority, shall be the only allowable method for modification of the contract.

JJ. **COMPLIANCE WITH LAWS AND ELIGIBILITY**

The bidder shall obtain and maintain all licenses, permits, liability insurance, workman’s compensation insurance and comply with any and all other standards or regulations required by federal, state, or county statute, ordinances and rules during the performance of any contract between the bidder and the County. Any such requirement specifically set forth in any contract document between the bidder and the County shall be supplementary to this section and not in substitution thereof. The County may choose not to accept the bid of a bidder who is in default on the payment of taxes, licenses or other monies due to the County. Failure to respond to three (3) consecutive times for any given commodity/service may result in removal from the supplier list under that commodity/service.

KK. **GENERAL CONTRACTOR LICENSE (IF APPLICABLE)**

Licensed General Contractors shall furnish to the County, personally or through his or her authorized agent specifically designated to act on his or her behalf in a sworn written document, his or her general contractor license number and the identity of any business organization for which such Applicant is serving as qualifying agent that is undertaking or contracting as a general contractor to construct or manage the construction.

Respondents and any subcontractors chosen by the Respondent shall be qualified and licensed Contractors, with the exception of “specialty contractors” under Chapter 14 of Title 43 (<http://sos.ga.gov/admin/files/SpecialtyLTD.pdf>)

LL. **AUTHORITY TO BIND FIRM IN AGREEMENT (Bidder's Affidavit)**

Bids MUST give full firm name and address of bidder. Failure to manually sign bid may disqualify it. Person signing bid will show TITLE or AUTHORITY TO BIND THE FIRM IN AGREEMENT. Firm name and authorized signature must appear on bid in the space provided on the pricing page. *See Mandatory Forms section*

Those authorized to sign are as follows:

- a) If a sole proprietorship, the owner may sign.
- b) If a general partnership, any general partner may sign.
- c) If a limited partnership, a general partner must sign.
- d) If a limited liability company, a "member" may sign or a "manager" must sign if so specified by the articles or organization.
- e) If a regular corporation, the CEO, President or Vice-President must sign.
- f) Others may be granted authority to sign but the County requires that a corporate document authorizing him/her to sign be submitted with bid. This document is included in the bid package for your convenience.

MM. **ANTI-DISCRIMINATION**

Oconee County, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this Request for Proposal and will not be discriminated against on the grounds of race, color, national origin, sex, handicap/disability in consideration of an award.

NN. **GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT**

Vendors submitting a Bid package in response to this solicitation must provide the following information in the package to indicate compliance with the Georgia Security and Immigration Compliance Act. The form is provided for completion.

- a) A statement that indicates the contractor will conduct itself in compliance with O.C.G.A. §13-10-91 and Rule 300-10-.02 in the execution of the contract.
- b) By completing the affidavit that is provided with this solicitation, the vendor is attesting to the following:
 - (1) The affiant has registered with and is authorized to use the federal work authorization program;

- (2) The user identification number and date of authorization for the affiant;
 - (3) The affiant is using and will continue to use the federal work authorization program throughout the contract period;
 - (4) Any employee, contractor, or subcontractor of such contractor or subcontractor shall also be required to satisfy the requirements set forth in this paragraph; and
 - (5) Upon contracting with a new subcontractor, a contractor or subcontractor shall notify Oconee County and shall deliver a completed Subcontractor Affidavit to Oconee County within five (5) working days of entering into a contract or agreement of hire with the subcontractor before the new subcontractor begins any work.
- c) Failure to provide the completed and notarized affidavit with the contractor's proposal will result in immediate disqualification as required by the Georgia Security and Immigration Compliance Act.

END OF SECTION II



Section III

Technical Specifications

Request for Proposal No. 21-10-008 Eagle Tavern & Central School House Foundation Restoration

The drawings, specifications, and other bidding documents of Precision Planning, Inc. for this project are provided for your use in offering bids in response to the Owner's invitation to bidders. Supplying these documents for bidding purposes does not convey any type of license for copying or transfer of ownership or intellectual property right, including copyright, to plan holders. No electronic devices, including photocopy, may be used to copy any part of these documents without the written permission of the Architect or other copyright holder.

Prepared by:



**OCONEE COUNTY
EAGLE TAVERN & CENTRAL SCHOOL
HOUSE FOUNDATION RESTORATION
RFP# 21-10-008**

TABLE OF CONTENTS

<u>SECTION TITLES</u>	<u>PAGES</u>
<u>I. TECHNICAL SPECIFICATIONS</u>	
<u>DIVISION 1</u>	
SECTION 01 02 70 – APPLICATIONS FOR PAYMENT	01 02 70-1 to 01 02 70-4
SECTION 01 03 50 – MODIFICATION PROCEDURES.....	01 03 50-1 to 01 03 50-2
SECTION 01 05 10 – SPECIAL INSPECTIONS	01 05 10-1 to 05 10-2
SECTION 01 05 10 – STATEMENT OF SPECIAL INSPECTIONS.....	01 05 10-1
SECTION 01 05 10 – SCHEDULE OF SPECIAL INSPECTIONS	01 05 10-1 to 01 05 10-9
SECTION 01 09 50 – REFERENCE STANDARDS & DEFINITIONS	01 09 50-1 to 01 09 50-9
SECTION 01 27 00 – UNIT PRICES	01 27 00-1 to 01 27 00-2
SECTION 01 31 00 – PROJECT COORDINATION	01 31 00-1 to 01 31 00-4
SECTION 01 31 20 – PROJECT MEETINGS.....	01 20 00-1 to 01 20 00-4
SECTION 01 32 00 – CONSTRUCTION SCHEDULES	01 32 00-1 to 01 32 00-2
SECTION 01 33 00 – SUBMITTALS.....	01 30 00-1 to 01 30 00-7
SECTION 01 42 00 – DEFINITIONS AND EXPLANATIONS	01 42 00-1 to 01 42 00-4
SECTION 01 45 00 – QUALITY CONTROL PROCEDURES	01 45 00-1 to 01 45 00-5
SECTION 01 50 00 – TEMPORARY FACILITIES AND CONTROLS	01 50 00-1 to 01 50 00-5
SECTION 01 57 00 – TRAFFIC CONTROL	01 57 00-1 to 01 57 00-2
SECTION 01 60 00 – PRODUCT REQUIREMENTS & SELECTION.....	01 60 00-1 to 01 60 00-3
SECTION 01 63 00 – PRODUCT SUBSTITUTIONS	01 63 00-1 to 01 63 00-3
SECTION 01 65 00 – MATERIAL & EQUIPMENT HANDLING & STORAGE.....	01 65 00-1 to 01 65 00-2
SECTION 01 70 00 – CONTRACT CLOSE OUT	01 70 00-1 to 01 70 00-12
SECTION 01 73 00 – CONSTRUCTION EXECUTION	01 73 00-1 to 01 73 00-4
SECTION 01 73 50 – CUTTING AND PATCHING	01 73 50-1 to 01 73 50-4
SECTION 01 74 00 – CLEANING	01 74 00-1 to 01 74 00-3
SECTION 01 77 00 – CONTRACT CLOSE-OUT	01 77 00-1 to 01 77 00-8
SECTION 01 78 40 – WARRANTIES	01 78 40-1 to 01 78 40-4
SECTION 01 81 00 – PROJECT RECORD DOCUMENTS	01 81 00-1 to 01 81 00-4
<u>DIVISION 2 – EXISTING CONDITIONS</u>	
SECTION 02 41 19 – SELECTIVE DEMOLITION	02 41 19-1 to 02 41 19-5
<u>DIVISION 3 – CONCRETE (REFER TO DRAWINGS)</u>	
<u>DIVISION 4 – MASONRY (REFER TO DRAWINGS)</u>	
<u>DIVISION 5 – METALS (REFER TO DRAWINGS)</u>	
<u>DIVISION 6 – WOOD & PLASTICS (REFER TO DRAWINGS)</u>	
<u>DIVISION 7 – THERMAL & MOISTURE PROTECTION</u>	
SECTION 07 13 26 – SELF-ADHERING SHEET WATERPROOFING	07 13 26-1 to 07 13 26-5

SECTION TITLES **PAGES**

DIVISION 31 – EARTHWORK

SECTION 31 22 00 – GRADING 31 22 00-1 to 31 22 00-6
SECTION 31 25 00 – EROSION AND SEDIMENTATION CONTROL..... 31 25 00-1 to 31 25 00-3
SECTION 31 31 16 – TERMITE CONTROL..... 31 31 16-1 to 31 31 00-2

DIVISION 32 – EXTERIOR IMPROVEMENTS (REFER TO DRAWINGS)

DIVISION 33 – SITE UTILITIES (REFER TO DRAWINGS)

SECTION 01 02 70

APPLICATIONS FOR PAYMENT

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements governing the Contractor's Applications for Payment.
 - 1. Coordinate the Schedule of Values and Applications for Payment with the Contractor's Construction Schedule, Submittal Schedule, and List of Subcontracts.
- B. Related Sections: The following Sections contain requirements that relate to this Section.
 - 1. Schedules: The Contractor's Construction Schedule and Submittal Schedule are specified in Division 1 Section "Submittals."

1.3 SCHEDULE OF VALUES

- A. Coordination: Coordinate preparation of the Schedule of Values with preparation of the Contractor's Construction Schedule.
 - 1. Correlate line items in the Schedule of Values with other required administrative schedules and forms, including:
 - a. Contractor's Construction Schedule.
 - b. Application for Payment forms, including Continuation Sheets.
 - c. List of subcontractors.
 - d. Schedule of allowances.
 - e. Schedule of alternates.
 - f. List of products.
 - g. List of principal suppliers and fabricators.
 - h. Schedule of submittals.
 - 2. Submit the Schedule of Values to the Architect at the earliest possible date but no later than 7 days before the date scheduled for submittal of the initial Applications for Payment.
- B. Format and Content: Use the Project Manual table of contents as a guide to establish the format for the Schedule of Values. Provide at least one line item for each Specification Section.
 - 1. Identification: Include the following Project identification on the Schedule of Values:
 - a. Project name and location.
 - b. Name of the Architect.
 - c. Architect's project number.
 - d. Contractor's name and address.
 - e. Date of submittal.
 - 2. Arrange the Schedule of Values in tabular form with separate columns to indicate the following for each item listed:

- a. Related Specification Section or Division.
- b. Description of Work.
- c. Dollar value.
 - 1) Percentage of Contract Sum to nearest one-hundredth percent, adjusted to total 100 percent.
- 3. Provide a breakdown of the Contract Sum in sufficient detail to facilitate continued evaluation of Applications for Payment and progress reports. Coordinate with the Project Manual table of contents. Break principal subcontract amounts down into several line items.
- 4. Round amounts to nearest whole dollar; the total shall equal the Contract Sum.
- 5. Provide a separate line item in the Schedule of Values for each part of the Work where Applications for Payment may include materials or equipment, purchased or fabricated and stored, but not yet installed.
 - a. Only items stored on-site will be allowed to bill.
- 6. Provide separate line items on the Schedule of Values for initial cost of the materials, for each subsequent stage of completion, and for total installed value of that part of the Work.

1.4 APPLICATIONS FOR PAYMENT

- A. Each Application for Payment shall be consistent with previous applications and payments as certified by the Architect and paid for by the Owner.
 - 1. The initial Application for Payment, the Application for Payment at time of Substantial Completion, and the final Application for Payment involve additional requirements.
- B. Payment-Application Times: Each progress-payment date is indicated in the Agreement. The period of construction Work covered by each Application for Payment is the period indicated in the Agreement.
- C. Payment-Application Forms: Use AIA Document G702 and Continuation Sheets G703 as the form for Applications for Payment.
- D. Application Preparation: Complete every entry on the form. Include notarization and execution by a person authorized to sign legal documents on behalf of the Contractor. The Architect will return incomplete applications without action. Corrections shall be made in original form prior to certification.
 - 1. Entries shall match data on the Schedule of Values and the Contractor's Construction Schedule. Use updated schedules if revisions were made.
 - 2. Include amounts of Change Orders and Construction Change Directives issued prior to the last day of the construction period covered by the application.
- E. Transmittal: Submit 4 signed and notarized original copies of each Application for Payment to the Architect by a method ensuring receipt within 24 hours. All copies shall be complete, including waivers of lien and similar attachments.
 - 1. Transmit each copy with a transmittal form listing attachments and recording appropriate information related to the application.
- F. Waivers of Mechanics Lien: With each Application for Payment, submit waivers of mechanics liens from subcontractors, sub-subcontractors and suppliers for the construction period covered by the previous application.
 - 1. Submit partial waivers on each item for the amount requested, prior to deduction for retainage, on each item.

2. When an application shows completion of an item, submit final or full waivers.
 3. The Owner reserves the right to designate which entities involved in the Work must submit waivers.
 4. Waiver Forms: Submit waivers of lien on forms, and executed in a manner, acceptable to the Owner.
- G. Initial Application for Payment: Administrative actions and submittals, that must precede or coincide with submittal of the first Application for Payment, include the following:
1. List of subcontractors.
 2. List of principal suppliers and fabricators.
 3. Schedule of Values.
 4. Contractor's Construction Schedule.
 5. Submittal Schedule.
 6. List of Contractor's staff assignments.
 7. List of Contractor's principal consultants.
 8. Copies of building permits.
 9. Copies of authorizations and licenses from governing authorities for performance of the Work.
 10. Initial progress report.
- H. Application for Payment at Substantial Completion: Following issuance of the Certificate of Substantial Completion, submit an Application for Payment.
1. This application shall reflect Certificates of Partial Substantial Completion issued previously for Owner occupancy of designated portions of the Work.
 2. Administrative actions and submittals that shall precede or coincide with this application include:
 - a. Occupancy permits and similar approvals.
 - b. Warranties (guarantees) and maintenance agreements.
 - c. Test/adjust/balance records.
 - d. Maintenance instructions.
 - e. Meter readings.
 - f. Startup performance reports.
 - g. Changeover information related to Owner's occupancy, use, operation, and maintenance.
 - h. Final cleaning.
 - i. Application for reduction of retainage and consent of surety.
 - j. Advice on shifting insurance coverages.
 - k. List of incomplete Work, recognized as exceptions to Architect's Certificate of Substantial Completion.
- I. Final Payment Application: Administrative actions and submittals that must precede or coincide with submittal of the final Application for Payment include the following:
1. Completion of Project closeout requirements.
 2. Completion of items specified for completion after Substantial Completion.
 3. Ensure that unsettled claims will be settled.
 4. Certified property survey.
 5. Proof that taxes, fees, and similar obligations were paid.
 6. Removal of temporary facilities and services.
 7. Removal of surplus materials, rubbish, and similar elements.
 8. Change of door locks to Owner's access.

PART 2 – PRODUCTS (Not Applicable)

PART 3 – EXECUTION (Not Applicable)

END OF SECTION 01 02 70

SECTION 01 03 50

MODIFICATION PROCEDURES

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section specifies administrative and procedural requirements for handling and processing contract modifications.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 1 Section "Submittals" for requirements for the Contractor's Construction Schedule.
 - 2. Division 1 Section "Applications for Payment" for administrative procedures governing Applications for Payment.

1.3 MINOR CHANGES IN THE WORK

- A. The Architect will issue supplemental instructions authorizing minor changes in the Work, not involving adjustment to the Contract Sum or Contract Time.

1.4 CHANGE ORDER PROPOSAL REQUESTS

- A. Owner-Initiated Proposal Requests: The Architect will issue a detailed description of proposed changes in the Work that will require adjustment to the Contract Sum or Contract Time. If necessary, the description will include supplemental or revised Drawings and Specifications.
 - 1. Proposal requests issued by the Architect are for information only. Do not consider them as an instruction either to stop work in progress or to execute the proposed change.
 - 2. Within 14 days of receipt of a proposal request, submit an estimate of cost necessary to execute the change to the Architect for the Owner's review.
 - a. Include a list of quantities of products required and unit costs, with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
 - b. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - c. Include a statement indicating the effect the proposed change in the Work will have on the Contract Time.
- B. Contractor-Initiated Proposals: When latent or unforeseen conditions require modifications to the Contract, the Contractor may propose changes by submitting a request for a change to the Architect.
 - 1. Include a statement outlining the reasons for the change and the effect of the change on the Work. Provide a complete description of the proposed change. Indicate the effect of the proposed change on the Contract Sum and Contract Time.
 - 2. Include a list of quantities of products required and unit costs, with the total amount of purchases to be made. Where requested, furnish survey data to substantiate quantities.
 - 3. Indicate applicable taxes, delivery charges, equipment rental, and amounts of trade discounts.
 - 4. Comply with requirements in Section "Product Substitutions" if the proposed change requires substitution of one product or system for a product or system specified.
- C. Proposal Request Form: Use AIA Document G709 for Change Order Proposal Requests.

1.5 CONSTRUCTION CHANGE DIRECTIVE

- A. Construction Change Directive: When the Owner and the Contractor disagree on the terms of a Proposal Request, the Architect may issue a Construction Change Directive. The Construction Change Directive instructs the Contractor to proceed with a change in the Work, for subsequent inclusion in a Change Order.
 - 1. The Construction Change Directive contains a complete description of the change in the Work. It also designates the method to be followed to determine change in the Contract Sum or Contract Time.
- B. Documentation: Maintain detailed records on a time and material basis of work required by the Construction Change Directive.
 - 1. After completion of the change, submit an itemized account and supporting data necessary to substantiate cost and time adjustments to the Contract.

1.6 CHANGE ORDER PROCEDURES

- A. Upon the Owner's approval of a Proposal Request, the Architect will issue a Change Order for signatures of the Owner and the Contractor on AIA Form G701.

PART 2 – PRODUCTS (Not Applicable)

PART 3 – EXECUTION (Not Applicable)

END OF SECTION 01 03 50

SECTION 01 05 10
SPECIAL INSPECTIONS

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.
- B. Division 1 Section 01 45 00 Quality Requirements.
- C. Statement of Special Inspections and Schedule of Special Inspections are attached.

1.02 SUMMARY

- A. This Section includes administrative and procedural requirements for International Building Code Chapter 17 Special Inspection Requirements.
- B. Special Inspection services are required to verify compliance with requirements specified or indicated. These services do not relieve Contractor of responsibility for compliance with Contract Document requirements.
- C. Special Inspections Services shall be in accordance with Chapter 17 Structural Tests and Special Inspections of the 2006 International Building Code.

1.03 RESPONSIBILITIES

- A. Contractor: Contractor shall not be responsible for engaging, selecting or procuring the Special Inspections Services Agency. Contractor shall be required to coordinate the following items with the Special Inspections Agency:
 - 1. Maintain a certified written report of each test, inspection, and similar quality-control service provided by Special Inspections Agent.
 - 2. Coordinate the sequence of activities to accommodate required services with a minimum of delay. Coordinate activities to avoid the necessity of removing and replacing construction to accommodate inspections and tests.
- B. Special Inspections Agency: Conducted by a qualified Special Inspections Agent as required by Chapter 17 of the 2006 International Building Code as indicated in attached Statement of Special Inspections, and as follows:
 - 1. Verifying that manufacturer maintains detailed fabrication and quality-control procedures and reviewing the completeness and adequacy of those procedures to perform the Work.
 - 2. Notifying Architect and Contractor promptly of irregularities and deficiencies observed in the Work during performance of its services.
 - 3. Submitting a certified written report of each test, inspection, and similar quality-control service to Architect with copy to Contractor.
 - 4. Submitting a final report of special inspections at Substantial Completion, which includes a list of unresolved deficiencies.
 - 5. Interpreting tests and inspections and stating in each report whether tested and inspected work complies with or deviates from the Contract Documents.
 - 6. Retesting and re-inspecting corrected work.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 TEST AND INSPECTION LOG

- A. Prepare a record of tests and inspections. Include the following:
 - 1. Date test or inspection was conducted.
 - 2. Description of the Work tested or inspected.
 - 3. Date test or inspection results were transmitted to Architect.
 - 4. Identification of testing agency or special inspector conducting test or inspection.
- B. Maintain log at Project site. Post changes and modifications as they occur. Provide access to test and inspection log for Architect's and Contractor's reference during normal working hours.

3.02 REPAIR AND PROTECTION

- A. General: On completion of testing, inspecting, sample taking, and similar services, repair damaged construction and restore substrates and finishes.
- B. Comply with the Contract Document requirements for Division 1 Section "Cutting and Patching."
- C. Repair and protection are Contractor's responsibility, regardless of the assignment of responsibility for quality-control services.

STATEMENT OF SPECIAL INSPECTIONS

PROJECT: Eagle Tavern & Central School House Foundation Restoration

LOCATION: 26 N Main St, Watkinsville, GA 30677 and Hwy 441, Watkinsville, GA 30677

PERMIT APPLICANT: _____

APPLICANT'S ADDRESS: _____

ARCHITECT OF RECORD: Lance G. Davis, AIA

STRUCTURAL ENGINEER OF RECORD: William J. Peltier, P.E.

MECHANICAL ENGINEER OF RECORD: _____

ELECTRICAL ENGINEER OF RECORD: _____

REGISTERED DESIGN PROFESSIONAL IN RESPONSIBLE CHARGE: William J. Peltier, P.E.

This Statement of Special Inspections is submitted in accordance with Section 1704.3 of the 2018 International Building Code. It includes a *Schedule of Special Inspection Services* applicable to the above-referenced Project as well as the identity of the individuals, agencies, or firms intended to be retained for conducting these inspections. If applicable, it includes *Special Inspections for Seismic Resistance* and/or *Special Inspections for Wind Resistance*.

Are *Special Inspections for Seismic Resistance* included in the *Statement of Special Inspections*? Yes No

Are *Special Inspections for Wind Resistance* included in the *Statement of Special Inspections*? Yes No

The Special Inspector(s) shall keep records of all inspections and shall furnish interim inspection reports to the Building Official and to the Registered Design Professional in Responsible Charge at a frequency agreed upon by the Design Professional and the Building Official prior to the start of work. Discrepancies shall be brought to the immediate attention of the Contractor for correction. If the discrepancies are not corrected, the discrepancies shall be brought to the attention of the Building Official and the Registered Design Professional in Responsible Charge prior to completion of that phase of work. A *Final Report of Special Inspections* documenting required special inspections and corrections of any discrepancies noted in the inspections shall be submitted to the Building Official and the Registered Design Professional in Responsible Charge at the conclusion of the project.


Frequency of interim report submittals to the Registered Design Professional in Responsible Charge:

Weekly Bi-Weekly Monthly Other; specify: _____

The Special Inspection program does not relieve the Contractor of the responsibility to comply with the Contract Documents. Jobsite safety and means and methods of construction are solely the responsibility of the Contractor.

Statement of Special Inspections Prepared by:

William J Peltier
Type or print name

 09/23/2020
Signature Date

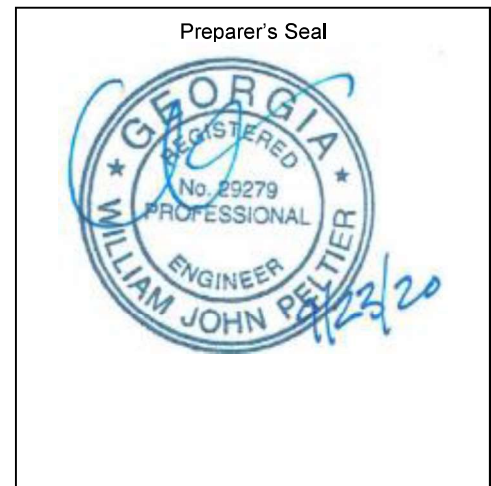
Building Official's Acceptance:

Signature Date

Permit Number: _____

Frequency of interim report submittals to the Building Official:

Monthly Bi- Monthly Upon Completion Other; specify: _____



Special Inspections for Seismic Resistance

See the Schedule of Special Inspections for inspection and testing requirements

Seismic Design Category: C

Special Inspections for Seismic Resistance Required (Yes/No): Yes

Description of seismic force-resisting system subject to special inspection and testing for seismic resistance:

(Where required per IBC Sections 1705.12.1, 1705.12.2, and 1705.12.3) (Special inspections for seismic resistance of structural steel, where required, shall be in accordance with AISC 341)

Intermediate Reinforced Masonry Shear Walls (Eagle Tavern only)

Description of designated seismic systems subject to special inspection and testing for seismic resistance:

(Required for architectural, electrical and mechanical systems and their components that require design in accordance with Chapter 13 of ASCE 7, have a component importance factor, I_p , greater than one and are in Seismic Design Categories C, D, E or F.)

N/A

Description of additional seismic systems and components requiring special inspections:

(Required for systems noted in IBC Section 1705.12.5, 1705.12.6, 1705.12.7, and 1705.12.8)

N/A

Description of additional seismic systems and components requiring testing:

(Where required per IBC Section 1705.13)

N/A

Statement of Responsibility:

Each contractor responsible for the construction or fabrication of a system or component described above must submit a Statement of Responsibility.

SCHEDULE OF SPECIAL INSPECTIONS SERVICES					
PROJECT	EAGLE TAVERN AND CENTRAL SCHOOL HOUSE FOUNDATION				
MATERIAL / ACTIVITY	SERVICE	APPLICABLE TO THIS PROJECT			
		Y/N	EXTENT	AGENT*	DATE COMPLETED
1705.1.1 Special Cases (work unusual in nature, including but not limited to alternative materials and systems, unusual design applications, materials and systems with special manufacturer's requirements - add additional rows as needed.)	Submittal review, shop (3) and/or field inspection				
1. Inspection of anchors post-installed in solid grouted masonry: Per research reports including verification of anchor type, anchor dimensions, hole dimensions, hole cleaning procedures, anchor spacing, edge distances, masonry unit, grout, masonry compressive strength, anchor embedment and tightening torque	Field inspection	Y	Periodic or as required by the research report issued by an approved source	TA	
1705.2.1 Structural Steel Construction					
1. Fabricator and erector documents (Verify reports and certificates as listed in AISC 360, Section N 3.2 for compliance with construction documents)	Submittal Review	Y	Each submittal	TA	
2. Material verification of structural steel	Shop (3) and field inspection	Y	Periodic	TA	
3. Structural steel welding:					
a. Inspection tasks Prior to Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 360, Table N5.4-1)	Shop (3) and field inspection	Y	Observe or Perform as noted (4)	TA	
b. Inspection tasks During Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 360, Table N5.4-2)	Shop (3) and field inspection	Y	Observe (4)	TA	
c. Inspection tasks After Welding (Observe, or perform for each welded joint or member, the QA tasks listed in AISC 360, Table N5.4-3)	Shop (3) and field inspection	Y	Observe or Perform as noted (4)	TA	
d. Nondestructive testing (NDT) of welded joints: <i>see Commentary</i>					
1) Complete penetration groove welds 5/16" or greater in <i>risk category III or IV</i>	Shop (3) or field ultrasonic testing - 100%	NA	Periodic		
2) Complete penetration groove welds 5/16" or greater in <i>risk category II</i>	Shop (3) or field ultrasonic testing - 10% of welds minimum	Y	Periodic	TA	
3) Welded joints subject to fatigue when required by AISC 360, Appendix 3, Table A-3.1	Shop (3) or field radiographic or Ultrasonic testing	Y	Periodic	TA	
4) Fabricator's NDT reports when fabricator performs NDT	Verify reports	Y	Each submittal (5)	EOR	
4. Structural steel bolting:					
a. Inspection tasks Prior to Bolting (Observe, or perform tasks for each bolted connection, in accordance with QA tasks listed in AISC 360, Table N5.6-1)		Y	Observe or Perform as noted (4)	TA	
b. Inspection tasks During Bolting (Observe the QA tasks listed in AISC 360, Table N5.6-2)		Y	Observe (4)	TA	
1) Pre-tensioned and slip-critical joints					
a) Turn-of-nut with matching markings		4	Periodic	TA	
b) Direct tension indicator		Y	Periodic	TA	

SCHEDULE OF SPECIAL INSPECTIONS SERVICES					
PROJECT	EAGLE TAVERN AND CENTRAL SCHOOL HOUSE FOUNDATION				
MATERIAL / ACTIVITY	SERVICE	APPLICABLE TO THIS PROJECT			
		Y/N	EXTENT	AGENT*	DATE COMPLETED
c) Twist-off type tension control bolt		Y	Periodic	TA	
d) Turn-of-nut without matching markings		NA	Continuous		
e) Calibrated wrench		Y	Continuous	TA	
2) Snug-tight joints		Y	Periodic	TA	
c. Inspection tasks After Bolting (Perform tasks for each bolted connection in accordance with QA tasks listed in AISC 360, Table N5.6-3)		Y	Perform (4)	TA	
5. Visual inspection of exposed cut surfaces of galvanized structural steel main members and exposed corners of the rectangular HSS for cracks subsequent to galvanizing	Shop (3) or field inspection	Y	Periodic	TA	
6. Embedments (Verify diameter, grade, type, length, embedment. See 1705.3 for anchors)	Field inspection	Y	Periodic	TA	
7. Verify member locations, braces, stiffeners, and application of joint details at each connection comply with construction documents	Field inspection	Y	Periodic	TA	
1705.3 Concrete Construction					
1. Inspection and placement verification of reinforcing steel and prestressing tendons.	Shop (3) and field inspection	Y	Periodic	TA	
2. Reinforcing bar welding:					
a. Verification of weldability of bars other than ASTM A706.		NA	Periodic		
b. Inspection of single-pass fillet welds 5/16 or less in size.		NA	Periodic		
c. Inspection of all other welds.		NA	Continuous		
3. Inspection of anchors cast in concrete.	Shop (3) and field inspection	Y	Periodic	TA	
4. Inspection of anchors post-installed in hardened concrete members per research reports, or, if no specific requirements are provided, requirements shall be provided by the registered design professional and approved by the building official, including verification of anchor type, anchor dimensions, hole dimensions, hole cleaning procedures, anchor spacing, edge distances, concrete minimum thickness, anchor embedment and tightening torque	Field inspection	Y	Periodic or as required by the research report issued by an approved source	TA	
a. Adhesive anchors installed in horizontal or upward-inclined orientation that resist sustained tension loads.		NA	Continuous		
b. Mechanical and adhesive anchors not defined in 4a.		Y	Periodic	TA	
5. Verify use of approved design mix	Shop (3) and field inspection	Y	Periodic	TA	
6. Prior to placement, fresh concrete sampling, perform slump and air content tests and determine temperature of concrete and perform any other tests as specified in construction documents.	Shop (3) and field inspection	Y	Continuous	TA	
7. Inspection of concrete and shotcrete placement for proper application techniques	Shop (3) and field inspection	Y	Continuous	TA	
8. Verify maintenance of specified curing temperature and techniques	Shop (3) and field inspection	Y	Periodic	TA	

SCHEDULE OF SPECIAL INSPECTIONS SERVICES					
PROJECT	EAGLE TAVERN AND CENTRAL SCHOOL HOUSE FOUNDATION				
MATERIAL / ACTIVITY	SERVICE	APPLICABLE TO THIS PROJECT			
		Y/N	EXTENT	AGENT*	DATE COMPLETED
9. Inspection of prestressed concrete:	Shop (3) and field inspection				
a. Application of prestressing force		NA	Continuous		
b. Grouting of bonded prestressing tendons		NA	Continuous		
10. Inspect erection of precast concrete members		NA	Periodic		
11. Verification of in-situ concrete strength, prior to stressing of tendons in post tensioned concrete and prior to removal of shores and forms from beams and structural slabs	Review field testing and laboratory reports	NA	Periodic		
12. Inspection of formwork for shape, lines, location and dimensions	Field inspection	Y	Periodic	TA	
13. Concrete strength testing and verification of compliance with construction documents	Field testing and review of laboratory reports	Y	Periodic	TA	
1705.4 Masonry Construction					
MINIMUM VERIFICATION REQUIREMENTS					
(A) Level 1, 2 and 3 Quality Assurance:					
1. Prior to construction, verification of compliance of submittals	Submittal Review	Y	Prior to Construction	TA	
(B) Level 2 & 3 Quality Assurance:					
1. Prior to construction verification of f_m and f_{AAC} except where specifically required by the code	Testing by unit strength method or prism test method	Y	Prior to Construction	TA	
2. During construction, verification of Slump Flow and Visual Stability Index (VSI) when self-consolidating grout is delivered to project site.	Testing by unit strength method or prism test method	Y	Periodic	TA	
(C) Level 3 Quality Assurance:					
1. During construction, verification of f_m and f_{AAC} for every 5,000 SF	Testing by unit strength method or prism test method	NA	Periodic		
2. During construction, verification of proportions of materials as delivered to the project site for premixed or preblended mortar, prestressing grout, and grout other than self-consolidating grout.	Field inspection	NA	Periodic		
MINIMUM SPECIAL INSPECTION REQUIREMENTS					
(D) Levels 2 and 3 Quality Assurance:					
1. As masonry construction begins, verify that the following are					
a. Proportions of the site-prepared mortar	Field inspection	Y	Periodic	TA	
b. Grade and size of prestressing tendons and anchorages	Field Inspection	NA	Periodic		
c. Grade, type, and size of reinforcement, anchor bolts, and prestressing tendons and anchorages	Field Inspection	Y	Periodic	TA	
d. Prestressing technique	Field Inspection	NA	Periodic		
e. Properties of thin-bed mortar for AAC masonry	Field Inspection	NA	Level 2 - Continuous ^(b) Level 2 - Periodic ^(c)		
(b) Required for the first 5,000 square feet (c) Required after the first 5,000 square feet		NA	Level 3 - Continuous		
f. Sample panel construction		Field Inspection	NA	Level 2 - Periodic Level 3 - Continuous	

SCHEDULE OF SPECIAL INSPECTIONS SERVICES					
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MATERIAL / ACTIVITY	SERVICE	APPLICABLE TO THIS PROJECT			
		Y/N	EXTENT	AGENT*	DATE COMPLETED
2. Prior to grouting, verify that the following are in compliance:					
a. Grout space	Field Inspection	Y	Level 2 - Periodic Level 3 - Continuous	TA	
b. Placement of prestressing tendons and anchorages	Field Inspection	NA	Periodic		
c. Placement of reinforcement, connectors, and anchor bolts	Field inspection	Y	Level 2 - Periodic Level 3 - Continuous	TA	
d. Proportions of site-prepared grout and prestressing grout for bonded tendons	Field Inspection	Y	Periodic	TA	
3. Verify compliance of the following during construction:					
a. Materials and procedures with the approved submittals	Field inspection	Y	Periodic	TA	
b. Placement of masonry units and mortar joint construction	Field Inspection	Y	Periodic	TA	
c. Size and location of structural members	Field inspection	Y	Periodic	TA	
d. Type, size, location of anchors, including other details of anchorage of masonry to structural members, frames, or other construction	Field inspection	Y	Level 2 - Periodic Level 3 - Continuous	TA	
e. Welding of reinforcement	Field inspection	NA	Continuous		
f. Preparation, construction, and protection of masonry during cold weather (temperature below 40°F) or hot weather (temperature above 90°F)	Field inspection	Y	Periodic	TA	
g. Application and measurement of prestressing force	Field testing	NA	Continuous		
h. Placement of grout and prestressing grout for bonded tendons is in compliance	Field inspection	NA	Continuous		
i. Placement of AAC masonry units and construction of thin-bed mortar joints	Field inspection	NA	Level 2 - Continuous ^(b) Level 2 - Periodic ^(c)		
(b) Required for the first 5,000 square feet (c) Required after the first 5,000 square feet		NA	Level 3 - Continuous		
4. Observe preparation of grout specimens, mortar specimens, and/or prisms	Field inspection	Y	Level 2 - Periodic Level 3 - Continuous	TA	
1705.6 Soils					
1. Verify materials below shallow foundations are adequate to achieve the design bearing capacity.	Field inspection	Y	Periodic	TA	
2. Verify excavations are extended to proper depth and have reached proper material.	Field inspection	Y	Periodic	TA	
3. Perform classification and testing of compacted fill materials.	Field inspection	Y	Periodic	TA	
4. Verify use of proper materials, densities, and lift thicknesses during placement and compaction of controlled fill	Field inspection	Y	Continuous	TA	
5. Prior to placement of controlled fill, inspect subgrade and verify that site has been prepared properly	Field inspection	Y	Periodic	TA	

SCHEDULE OF SPECIAL INSPECTIONS SERVICES				
PROJECT	EAGLE TAVERN AND CENTRAL SCHOOL HOUSE FOUNDATION			
MATERIAL / ACTIVITY	SERVICE	APPLICABLE TO THIS PROJECT		
		Y/N	EXTENT	AGENT*
* INSPECTION AGENTS				
FIRM	ADDRESS		TELEPHONE NO.	
1. INSPECTIONS & TESTING AGENCY (TA) TO BE DETERMINED AT A LATER DATE				
2. William J Peltier and Associates (EOR)	270 Langley Dr Lawrenceville, GA 30046		770-963-0654	
<p>Notes: 1. The inspection and testing agent(s) shall be engaged by the Owner or the Owner's Agent, and not by the Contractor or Subcontractor whose work is to be inspected or tested. Any conflict of interest must be disclosed to the Building Official prior to commencing work. The qualifications of the Special Inspector(s) and/or testing agencies may be subject to the approval of the Building Official and/or the Design Professional.</p> <p>2. The list of Special Inspectors may be submitted as a separate document, if noted so above.</p> <p>3. Shop Inspections of fabricated items are not required where the fabricator is approved in accordance with IBC Section 1704.2.5.1 and listed in activity 1709.2.</p> <p>4. Observe: Observe on a random basis, operations need not be delayed pending these inspections. Perform: These tasks shall be performed for each welded joint, bolted connection, or steel element.</p> <p>5. NDT of welds completed in an approved fabricator's shop may be performed by that fabricator when approved by the AHJ. Refer to AISC 360, N6.</p>				
Are Special Inspections for Seismic Resistance included in the Statement of Special Inspections?			Yes	
Are Special Inspections for Wind Resistance included in the Statement of Special Inspections?			No	
DATE:			9/23/2020	

SECTION 01 09 50

REFERENCE STANDARDS AND DEFINITIONS

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 DEFINITIONS

- A. General: Basic contract definitions are included in the Conditions of the Contract.
- B. "Indicated": The term "indicated" refers to graphic representations, notes, or schedules on the Drawings; or to other paragraphs or schedules in the Specifications and similar requirements in the Contract Documents. Terms such as "shown," "noted," "scheduled," and "specified" are used to help the user locate the reference. Location is not limited.
- C. "Directed": Terms such as "directed," "requested," "authorized," "selected," "approved," "required," and "permitted" mean directed by the Architect, requested by the Architect, and similar phrases.
- D. "Approved": The term "approved," when used in conjunction with the Architect's action on the Contractor's submittals, applications, and requests, is limited to the Architect's duties and responsibilities as stated in the Conditions of the Contract.
- E. "Regulations": The term "regulations" includes laws, ordinances, statutes, and lawful orders issued by authorities having jurisdiction, as well as rules, conventions, and agreements within the construction industry that control performance of the Work.
- F. "Furnish": The term "furnish" means to supply and deliver to the Project site, ready for unloading, unpacking, assembly, installation, and similar operations.
- G. "Install": The term "install" describes operations at the Project site including the actual unloading, temporary storage, unpacking, assembling, erecting, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning, and similar operations.
- H. "Provide": The term "provide" means to furnish and install, complete and ready for the intended use.
- I. "Installer": An installer is the Contractor or another entity engaged by the Contractor, either as an employee, subcontractor, or contractor of lower tier, who performs a particular construction activity including installation, erection, application, or similar operations. Installers are required to be experienced in the operations they are engaged to perform.
 - 1. The term "experienced," when used with the term "installer," means having successfully completed a minimum of 5 previous projects similar in size and scope to this Project; being familiar with the special requirements indicated; and having complied with requirements of authorities having jurisdiction.
 - 2. Trades: Using terms such as "carpentry" does not imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to tradespeople of the corresponding generic name.
- J. "Project site" is the space available to the Contractor for performing construction activities, either exclusively or in conjunction with others performing work as part of the Project. The extent of the Project site is shown on the Drawings and may or may not be identical with the description of the land on which the Project is to be built.

- K. "Testing Agencies": A testing agency is an independent entity engaged to perform specific inspections or tests, either at the Project site or elsewhere, and to report on and, if required, to interpret results of those inspections or tests.

1.3 SPECIFICATION FORMAT AND CONTENT EXPLANATION

- A. Specification Format: These Specifications are organized into Divisions and Sections based on the Construction Specifications Institute's 33-division format and "MasterFormat" numbering system.
- B. Specification Content: These Specifications use certain conventions for the style of language and the intended meaning of certain terms, words, and phrases when used in particular situations. These conventions are as follows:
 - 1. Abbreviated Language: Language used in the Specifications and other Contract Documents is abbreviated. Words and meanings shall be interpreted as appropriate. Words implied, but not stated, shall be interpolated as the sense requires. Singular words shall be interpreted as plural and plural words interpreted as singular where applicable as the context of the Contract Documents indicates.
 - 2. Imperative mood and streamlined language are generally used in the Specifications. Requirements expressed in the imperative mood are to be performed by the Contractor. At certain locations in the Text, subjective language is used for clarity to describe responsibilities that must be fulfilled indirectly by the Contractor or by others when so noted.
 - a. The words "shall," "shall be," or "shall comply with," depending on the context, are implied where a colon (:) is used within a sentence or phrase.

1.4 INDUSTRY STANDARDS

- A. Applicability of Standards: Unless the Contract Documents include more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents to the extent referenced. Such standards are made a part of the Contract Documents by reference.
- B. Publication Dates: Comply with the standards in effect as of the date of the Contract Documents.
- C. Conflicting Requirements: Where compliance with 2 or more standards is specified and the standards establish different or conflicting requirements for minimum quantities or quality levels, comply with the most stringent requirement. Refer uncertainties and requirements that are different but apparently equal to the Architect for a decision before proceeding.
 - 1. Minimum Quantity or Quality Levels: The quantity or quality level shown or specified shall be the minimum provided or performed. The actual installation may comply exactly with the minimum quantity or quality specified, or it may exceed the minimum within reasonable limits. To comply with these requirements, indicated numeric values are minimum or maximum, as appropriate, for the context of the requirements. Refer uncertainties to the Architect for a decision before proceeding.
- D. Copies of Standards: Each entity engaged in construction on the Project must be familiar with industry standards applicable to its construction activity. Copies of applicable standards are not bound with the Contract Documents.
 - 1. Where copies of standards are needed to perform a required construction activity, the Contractor shall obtain copies directly from the publication source and make them available on request.

- E. Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. The following abbreviations and acronyms, as referenced in the Contract Documents, mean the associated names. Names and addresses are subject to change and are believed, but are not assured, to be accurate and up-to-date as of the date of the Contract Documents.

AA	Aluminum Association 900 19th St., NW, Suite 300 Washington, DC 20006	(202) 862-5100
AABC	Associated Air Balance Council 1518 K St., NW Washington, DC 20005	(202) 737-0202
AASHTO	American Association of State Highway and Transportation Officials 444 North Capitol St., Suite 249 Washington, DC 20001	(202) 624-5800
ACI	American Concrete Institute P.O. Box 19150 Detroit, MI 48219	(313) 532-2600
ACIL	American Council of Independent Laboratories 1629 K St., NW Washington, DC 20006	(202) 887-5872
ACPA	American Concrete Pipe Association 8618 Westwood Center Dr., Suite 105 Vienna, VA 22182	(703) 821-1990
ADC	Air Diffusion Council 11 South LaSalle St., Suite 1400 Chicago, IL 60603	(312) 201-0101
AGA	American Gas Assoc. 1515 Wilson Blvd. Arlington, VA 22209	(703) 841-8400
AHA	American Hardboard Assoc. 1210 W. Northwest Highway Palatine, IL 60067	(708) 934-8800
AI	Asphalt Institute Research Park Dr. P.O. Box 14052 Lexington, KY 40512-4052	(606) 288-4960
AIA	The American Institute of Architects 1735 New York Ave., NW Washington, DC 20006	(202) 626-7300

AISC	American Institute of Steel Construction One East Wacker Dr., Suite 3100 Chicago, IL 60601-2001	(312) 670-2400
AITC	American Institute of Timber Construction 7012 S. Revere Pkwy, Suite 140 Englewood, CO 80112	(303) 792-9559
ALA	American Laminators Association 419 Norton Building Seattle, WA 98104-1584	(206) 622-0666
ALI	Associated Laboratories, Inc. c/o HOH Chemicals 500 S. Vermont St. Palatine, IL 60067	(708) 358-7400
ALSC	American Lumber Standards Committee P.O. Box 210 Germantown, MD 20875	(301) 972-1700
AMCA	Air Movement and Control Assoc. 30 W. University Dr. Arlington Heights, IL 60004-1893	(708) 394-0150
ANSI	American National Standards Institute 11 West 42nd St., 13th Floor New York, NY 10036	(212) 642-4900
APA	APA-The Engineered Wood Association (Formerly American Plywood Assoc.) P.O. Box 11700 Tacoma, WA 98411	(206) 565-6600
ARI	Air-Conditioning and Refrigeration Institute 4301 Fairfax Dr., Suite 425 Arlington, VA 22203	(703) 524-8800
ARMA	Asphalt Roofing Manufacturers Association 750 National Press Building 529 14 th Street, NW Washington, DC 20045	(202) 207-1124
ASC	Adhesive and Sealant Council 1627 K St., NW, Suite 1000 Washington, DC 20006-1707	(202) 452-1500
ASCE	American Society of Civil Engineers 345 East 47th St. New York, NY 10017-2398	(800) 548-2723

ASHRAE	American Society of Heating, Refrigerating and Air-Conditioning Engineers 1791 Tullie Circle, NE Atlanta, GA 30329-2305	(800) 527-4723
ASME	American Society of Mechanical Engineers 345 East 47th St. New York, NY 10017	(212) 705-7722
ASPE	American Society of Plumbing Engineers 3617 Thousand Oaks Blvd., Suite 210 Westlake Village, CA 91362	(805) 495-7120
ASSE	American Society of Sanitary Engineering P.O. Box 40362 Bay Village, OH 44140	(216) 835-3040
ASTM	American Society for Testing and Materials 100 Barr Harbor Dr. West Conshohocken, PA 19428	(610) 832-9585
BHMA	Builders Hardware Manufacturers Assoc. 355 Lexington Ave., 17th Floor New York, NY 10017-6603	(212) 661-4261
BIA	Brick Institute of America 11490 Commerce Park Dr. Reston, VA 22091-1525	(703) 620-0010
CISCA	Ceiling and Interior Systems Construction Assoc. 579 W. North Ave., Suite 301 Elmhurst, IL 60126	(708) 833-1919
CISPI	Cast Iron Soil Pipe Institute 5959 Shallowford Rd., Suite 419 Chattanooga, TN 37421	(615) 892-0137
CLFMI	Chain Link Fence Manufacturers Institute 1776 Massachusetts Ave., NW, Suite 500 Washington, DC 20036	(202) 659-3537
CRI	Carpet and Rug Institute P.O. Box 2048 Dalton, GA 30722-2048	(706) 278-0232
CRSI	Concrete Reinforcing Steel Institute 933 N. Plum Grove Rd. Schaumburg, IL 60173-4758	(708) 517-1200
CTIOA	Ceramic Tile Institute of America 12061 West Jefferson Blvd. Culver City, CA 90230	(310) 574-7800

DHI	Door and Hardware Institute 14170 Newbrook Dr. Chantilly, VA 22021-2223	(703) 222-2010
DIPRA	Ductile Iron Pipe Research Assoc. 245 Riverchase Parkway East, Suite O Birmingham, AL 35244	(205) 988-9870
DLPA	Decorative Laminate Products Assoc. 13924 Braddock Rd. Centreville, VA 22020	(800) 684-3572
FCICA	Floor Covering Installation Contractors Assoc. (Formerly Floor Covering Installation Board) P.O. Box 948 Dalton, GA 30722-0948	(706) 226-5488
FGMA	Flat Glass Marketing Assoc. (Now GANA)	
FM	Factory Mutual 1151 Boston-Providence Turnpike P.O. Box 9102 Norwood, MA 02062	(617) 762-4300
GA	Gypsum Association 810 First St., NE, Suite 510 Washington, DC 20002	(202) 289-5440
IGCC	Insulating Glass Certification Council c/o ETL Testing Laboratories, Inc. P.O. Box 2040 Route 11, Industrial Park Cortland, NY 13045	(607) 753-6711
KCMA	Kitchen Cabinet Manufacturers Assoc. 1899 Preston White Dr. Reston, VA 22091-4326	(703) 264-1690
LGSI	Light Gage Structural Institute P.O. Box 866301 Plano, TX 75086-6301	(214) 618-3977
MCAA	Mechanical Contractors Association of America 1385 Piccard Dr. Rockville, MD 20850-4329	(301) 869-5800
MIA	Masonry Institute of America 2550 Beverly Blvd. Los Angeles, CA 90057	(213) 388-0472

NAPA	National Asphalt Pavement Assoc. NAPA Building 5100 Forbes Blvd. Lanham, MD 20706-4413	(301) 731-4748
NCMA	National Concrete Masonry Assoc. 2302 Horse Pen Rd. Herndon, VA 22071-3499	(703) 713-1900
NCPI	National Clay Pipe Institute P.O. Box 759 253-80 Center St. Lake Geneva, WI 53147	(414) 248-9094
NCSPA	National Corrugated Steel Pipe Association 1255 23rd St., NW, Suite 850 Washington, DC 20037	(202) 452-1700
NEC	National Electrical Code (Available from NFPA)	
NECA	National Electrical Contractors Assoc. 3 Bethesda Metro Center, Suite 1100 Bethesda, MD 20814-5372	(301) 657-3110
NFPA	National Fire Protection Assoc. One Batterymarch Park P.O. Box 9101 Quincy, MA 02269-9101	(800) 344-3555 (617) 770-3000
NPCA	National Paint and Coatings Assoc. 1500 Rhode Island Ave., NW Washington, DC 20005	(202) 462-6272
NRCA	National Roofing Contractors Assoc. O'Hare International Center 10255 W. Higgins Rd., Suite 600 Rosemont, IL 60018-5607	(708) 299-9070
NSF	NSF International (Formerly National Sanitation Foundation) 3475 Plymouth Rd. P.O. Box 130140 Ann Arbor, MI 48113-0140	(313) 769-8010
PCA	Portland Cement Assoc. 5420 Old Orchard Rd. Skokie, IL 60077-1083	(708) 966-6200
PCI	Precast/Prestressed Concrete Institute 175 W. Jackson Blvd. Chicago, IL 60604	(312) 786-0300

SDI	Steel Door Institute 30200 Detroit Rd. Cleveland, OH 44145-1967	(216) 889-0010
SMACNA	Sheet Metal and Air Conditioning Contractors' National Assoc. 4201 Lafayette Center Dr. P.O. Box 221230 Chantilly, VA 22022-1230	(703) 803-2980
SPIB	Southern Pine Inspection Bureau 4709 Scenic Highway Pensacola, FL 32504-9094	(904) 434-2611
SPRI	SPRI (Formerly Single Ply Roofing Institute) 175 Highland Ave. Needham, MA 02194	(617) 444-0242
TCA	Tile Council of America 511 Westinghouse Rd. Pendleton, SC 29670	(803) 646-4021
TPI	Truss Plate Institute 583 D'Onofrio Dr., Suite 200 Madison, WI 53719	(608) 833-5900
UL	Underwriters Laboratories 333 Pfingsten Rd. Northbrook, IL 60062-2096	(708) 272-8800
WRI	Wire Reinforcement Institute 1101 Connecticut Ave. NW, Suite 700 Washington, DC 20036-4303	(202) 429-5125
WWPA	Western Wood Products Assoc. Yeon Building 522 SW 5th Ave. Portland, OR 97204-2122	(503) 224-3930
WWPA	Woven Wire Products Assoc. 4940 Elmgate Dr. Orchard Lake, MI 48324	(810) 681-1055

F. Federal Government Agencies: Names and titles of Federal Government standards- or specification-producing agencies are often abbreviated. The following abbreviations and acronyms referenced in the Contract Documents indicate names of standards- or specification-producing agencies of the Federal Government. Names and addresses are subject to change and are believed, but are not assured, to be accurate and up-to-date as of the date of the Contract Documents.

CE	Corps of Engineers (U.S. Department of the Army) Chief of Engineers General Information Referral 20 Massachusetts Ave., NW Washington, DC 20314	(202) 761-0660
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DOT	Department of Transportation 400 Seventh St., SW Washington, DC 20590	(202) 366-4000
EPA	Environmental Protection Agency 401 M St., SW Washington, DC 20460	(202) 260-2090
OSHA	Occupational Safety and Health Administration (U.S. Department of Labor) 200 Constitution Ave., NW Washington, DC 20210	(202) 219-5000
USDA	U.S. Department of Agriculture 14th St. and Independence Ave., SW Washington, DC 20250	(202) 720-8732
USPS	U.S. Postal Service 475 L'Enfant Plaza, SW Washington, DC 20260-0010	(202) 268-2000

1.5 GOVERNING REGULATIONS AND AUTHORITIES

- A. Copies of Regulations: Obtain copies of the following regulations and retain at the Project site to be available for reference by parties who have a reasonable need.

1.6 SUBMITTALS

- A. Permits, Licenses, and Certificates: For the Owner's records, submit copies of permits, licenses, certifications, inspection reports, releases, jurisdictional settlements, notices, receipts for fee payments, judgments, correspondence, records, and similar documents, established for compliance with standards and regulations bearing on performance of the Work.

PART 2 – PRODUCTS (Not Applicable)

PART 3 – EXECUTION (Not Applicable)

END OF SECTION 01 09 50

SECTION 01 27 00

UNIT PRICES

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section includes:
 - 1. Definition
 - 2. Administrative and procedural requirements for unit prices.
 - 3. Schedule of Unit Prices, at the end of this Section.

1.03 DEFINITION

- A. A unit price is an amount calculated and proposed by the Contractor in the Bidding Form as a price per unit of measurement for materials or services that will be added to or deducted from the Contract Sum by Change Order in the event certain unexpected work items are encountered or certain estimated quantities of work required by the Contract Documents are increased or decreased.

1.04 ADMINISTRATIVE AND PROCEDURAL REQUIREMENTS

- A. Unit prices as included in the Contract Documents shall include all expenses related to the unit price work items that is materials, labor, equipment, transportation, general requirements, overhead, profit, taxes and any other costs incidental to the work items.
- B. The individual Specification Sections for the construction activities requiring the establishment of unit prices provide for the conditions under which said unit prices will be authorized and the methods of determining payment-quantities. The Contractor will be compensated only for the quantities of unit price work completed.
- C. The Schedule of Unit Prices is included with the Bidding Form. Any Specification Sections referenced in that Schedule contain the requirements for materials and/or methods described for each unit price.
- D. The Schedule of Unit Prices may be used to determine changes to the Contract Sum. Where quantities of items for which unit prices are provided, they are estimates; and are included in the scope of the Work upon which the Contract Sum is based. The Contractor will be compensated for the actual quantities of unit price items completed at the established unit price rates. These actual extensions of unit prices for work completed, whether requiring a decrease or an increase in the Contract Sum, will be incorporated into the Contract Sum through a modification to the Contract by Change Order. Procedures for such modifications are included in Specification Section 01 25 00.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

SCHEDULE OF UNIT PRICES/ALLOWANCES:

Unit Prices shall be included for the following items and **must** be listed on the Bid Form.

BASE BID SCHEDULE OF UNIT PRICES

<u>ITEM</u>	<u>UNIT</u>	<u>COST/UNIT</u>	<u>ALLOWANCE</u>
<u>Unit Price No. 1 – Unsuitable Material:</u> Removal and disposal off-site of unsuitable materials. Removal must be approved by, monitored, and quantified by the Owner’s Geotechnical Engineer.	60 CY	\$ _____/CY	\$ _____

Note: Contractor shall include 60 cubic yards of removal and disposal off-site of unsuitable materials in the base bid price.

<u>Unit Price No. 2 – Suitable Soils:</u> Provide suitable soil from off-site and compact in place to replace unsuitable materials. Haul in and compaction must be approved by, monitored, and quantified by the Owner’s Geotechnical Engineer.	60 CY	\$ _____/CY	\$ _____
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Note: Contractor shall include 60 cubic yards of haul in and compacted suitable soils from off-site in the base bid price.

<u>Unit Price No. 3 – #57 Stone:</u> Haul in #57 stone to replace unforeseeable excavated unsuitable material around foundation walls. Haul in and placement must be approved by, monitored, and quantified by the Owner’s Geotechnical Engineer.	30 CY	\$ _____/CY	\$ _____
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Note: Contractor shall include 30 CY of haul in and placement of #57 stone in the base bid **in addition to what is indicated on the Drawings.**

These Unit Prices are submitted as part of the Lump Sum Bid: The BIDDER declares that they understand that the Contract Sum may be decreased at the unit prices listed above. The BIDDER declares that they understand that the quantities of work shown are subject to either increase or decrease, and that should the quantities of any of the items of work be increased, the BIDDER proposed to do the additional work at the unit prices listed herein; and should the quantities be decreased, the BIDDER also understands that payment will be made on the basis of actual quantities at the unit price proposal and will make no claim for anticipated profits for any decrease in quantities and that the actual quantities will be determined upon completion of the work; at which time adjustment will be made to the Contract Sum.

END OF SECTION 01 27 00

SECTION 01 31 00

PROJECT COORDINATION

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and other general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. This section specifies administrative and supervisory requirements necessary for coordination of the Work for the duration of construction, but not necessarily limited to:
 - 1. Coordination
 - 2. Administrative and supervisory personnel
 - 3. General installation provisions
 - 4. Cleaning and protection

1.03 COORDINATION

- A. Coordination Among Trades: Contractor shall coordinate construction activities included under the Drawings and various sections of these Specifications to insure efficient and orderly construction operations included under different sections of the Specifications that are dependent upon each other for proper installation, connection, and operation.
 - 1. If necessary, inform each party involved, in writing, of procedures required for coordination; including requirements for giving notice, submitting reports, and attending meetings.
 - 2. Where installation of one part of the Work is dependent on installation of other components, either before or after its own installation, schedule construction activities in the sequence required to obtain the best results.
 - 3. Where availability of space is limited, coordinate installation of different components to insure maximum accessibility for later installations and for required maintenance, service and repair.
 - a. Where limited available space may cause conflicts in the locations of installed products, and where required to coordinate installation of products and materials, prepare coordination Drawings. Said coordination Drawings shall show plan and cross-section dimensions of the available space and include obstructions caused by structural and systems elements.
 - b. Coordinate shop Drawings and other submittals prepared by Contractor's subcontractors, suppliers and other entities to facilitate installation of products and systems and avoid field conflicts in the Work.
 - c. Prepare plans or schedules describing installation sequences and provide said Documents to affected parties.
 - 4. Make adequate provisions to accommodate items scheduled for later installation.
 - 5. Inform the Owner when coordination of Owner's work under separate contracts is required. Inform the Owner when Owner's work under separate contracts is incomplete, in non-compliance or prohibits efficient and orderly completion of work under this Contract.

6. Coordinate dissemination of information between Contractor's subcontractors or suppliers when information from one is needed by or is of assistance to the other. Distribute interrelated shop Drawings between Contractor's subcontractors or suppliers prior to shop Drawing submittal to Architect.
- B. Administrative Procedures: Coordinate scheduling and timing of required administrative procedures with other construction activities to avoid conflicts and ensure orderly progress of the Work. Such administrative activities include, but are not limited to, the following:
1. Preparation of schedules
 2. Installation and removal of temporary facilities.
 3. Delivery and processing of submittals.
 4. Progress meetings.
 5. Project close-out activities.
- C. Continue coordination procedures by actively controlling Project conditions as follows:
1. Verify and insure that products and materials of all trades are stored in an orderly fashion, under conditions complying with manufacturers' instructions and at planned locations.
 2. Verify and insure execution of the Work is in compliance with environmental conditions established by manufacturers' instructions and specific requirements of relevant Sections of these Specifications.
 3. Verify and insure adherence to tolerances required by these Specifications as the Work progresses.
 4. Inspect job conditions before one trade follows another in compliance with these requirements:
 - a. Plan and conduct joint inspections involving the affected trades.
 - b. Notify Architect at least one week in advance of such inspections and provide opportunity for Architect's participation in the inspection.
 - c. While the Architect may confine his observations and inspections to only limited areas, the Contractor shall be responsible for similar inspections in all involved areas.
 - d. Review of job conditions, in whole or in part, by Architect in no way relieves Contractor of his obligation to provide various stages of the Work as well as finished Work complying with Contract Documents.
 - e. Allow no work to proceed over unsatisfactory conditions that would prevent execution of new work as specified.

1.04 ADMINISTRATIVE AND SUPERVISORY PERSONNEL

- A. Contractor shall designate a Project Manager for the Project who shall be the primary point of contact and communication for the Owner and Architect. The Project Manager shall be assigned full time to the Project until completion of **Final** Contract Close-Out. All written communications to the Architect shall be by or through the Project Manager. Architect shall address all his written communications to the Contractor to the Project Manager, unless authorized by Project Manager to communicate directly to others.
- B. Contractor shall provide adequate supervision at the Project site at all times. At a minimum, the Contractor shall designate and assign at least one (1) Superintendent that shall direct and oversee the Work under the Contract. Superintendent shall be assigned full time to the Project until **Final** Completion of Contract Closeout.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.01 GENERAL INSTALLATION PROCEDURES

- A. Inspection of Conditions: Require the Contractor's installer of each component to inspect both the substrate and conditions under which work is to be performed. Do not proceed until unsatisfactory conditions have been corrected in an acceptable manner.
- B. Manufacturers' Instructions: Comply with manufacturers' installation instructions and recommendations, to the extent that those instructions and recommendations are more explicit or stringent than requirements contained in Contract Documents.
- C. Connection: Provide attachment and connection devices and methods necessary for securing work. Secure work true to line and level. Allow for expansion and building movement.
- D. Visual Effects: Provide uniform joints widths in exposed work. Arrange joints in exposed work to obtain the best possible results. Isolate each part of the completed construction from incompatible material as necessary to prevent deterioration.
- E. Temporary Enclosures: Provide and coordinate placement of temporary enclosures with required inspections and tests, to minimize the necessity of uncovering completed construction for that purpose.
- F. Mounting Height: Where mounting heights are not indicated, contact the Architect for direction prior to proceeding with the work.
- G. Access panels: Where access panels are required in any wall or ceiling, and the panel is not specifically located on a drawing, contact the Architect prior to proceeding with the work.
- H. Joints: Plan and coordinate work to provide caulk joints at all junctions of dissimilar materials, even if such joints are not called for on Drawings or elsewhere in these Specifications.
- I. Costs for Adherence to all specified installation procedures are included in the Contract Sum.

3.02 CLEANING & PROTECTION

- A. During handling and installation, clean and protect construction in progress and adjoining materials in place. Apply protective coverings where required to insure protection from damage or deterioration prior to Substantial Completion.
- B. Clean and maintain completed construction as frequently as necessary through the remainder of the construction period. Adjust and lubricate operable components to insure operability without damaging effects.

C. Supervise construction activities to insure that no part of the construction, completed or in progress, is subject to harmful, dangerous, damaging or otherwise deleterious exposure during the construction period. Where applicable, such exposures include, but are not limited to the following:

1. Excessive static or dynamic loading.
2. Excessive internal or external pressures.
3. Excessive high or low temperatures.
4. Excessive high or low humidity.
5. Water or ice.
6. Solvents.
7. Chemicals.
8. Light.
9. Puncture.
10. Abrasion.
11. Heavy traffic.
12. Soiling, staining, and corrosion.
13. Rodent and insect infestation.
14. Combustion.
15. Unusual wear or other misuse.
16. Contact between incompatible materials.
17. Destructive testing.
18. Misalignment.
19. Excessive weathering.
20. Unprotected storage.
21. Improper shipping or handling.
22. Vandalism.

END OF SECTION 01 31 00

SECTION 01 31 20

PROJECT MEETINGS

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and other general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Contractor's duties
 - 2. Preconstruction conference
 - 3. Progress and coordination meetings
 - 4. Pre-installation conferences

1.03 CONTRACTOR'S DUTIES

- A. Scheduling and Notification: Contractor will notify Owner, Architect and other invited parties of meeting time and place at least seven (7) calendar days prior to the date of every progress and coordination meeting or special called meeting.
- B. Administration: The Contractor will prepare a meeting agenda for the progress and coordination meetings, record and promptly distribute copies of minutes of significant proceedings and decisions of the meetings to each participant no later than five (5) days after each meeting. The Contractor shall update construction schedule after each progress meeting to show current progress and documentation of any revisions that have been made or recognized; issue revised schedule, two week look-ahead with a list of the planned activities, submittal list and RFI list concurrently with report of each meeting.

1.04 PRE-CONSTRUCTION CONFERENCE

- A. A pre-construction meeting will be held prior to the start of construction at a time and place designated by the Owner for the purpose of identifying responsibilities of the Contractor, Owner and Architect and explaining administrative procedures.
- B. Attendance:
 - 1. Owner's representatives.
 - 2. Architect.
 - 3. Contractor represented by Project Manager and Superintendent
 - 4. Major subcontractors if requested by Owner, Architect or Contractor
- C. Minimum Agenda:
 - 1. Identification and designation of responsible personnel from all parties.
 - 2. Tentative construction progress schedule (to be distributed by Contractor), with discussion of critical work sequencing and staging.
 - 3. Procedures for correspondence and other communications, field decisions, requests for information, design bulletins, requests for changes in the work and claims.
 - 4. Procedures for submittals, including shop Drawings, samples and product data.
 - 5. Procedures for preparing and maintaining required Record Documents and Operations & Maintenance Manuals.

6. List of major subcontractors and material suppliers.
7. Use of Project Site, including temporary offices, project staging, storage areas, parking, site use limitations or restrictions, and erosion control.
8. Material and equipment deliveries, storage, protection and priorities.
9. Safety procedures and responsibilities.
10. Security procedures and methods.
11. Housekeeping procedures and methods.
12. Special project requirements or conditions.

1.05 PROGRESS AND COORDINATION MEETINGS

- A. Scheduling: Unless otherwise requested by Owner or Architect, a progress and coordination meeting shall be held once every month at the Project Site.
- B. Attendance:
 1. Owner.
 2. Architect.
 3. Contractor as represented by Project Manager and Superintendent.
 4. Sub-contractors and material suppliers as requested by Owner or Architect or as applicable to progress of the Work.
- C. Minimum Agenda (topics to be covered as applicable):
 1. Review minutes of previous meeting.
 2. Status of submittals and impending submittals.
 3. Off-site fabrication and delivery schedules; subcontractor schedules.
 4. Actual progress of activities in relation to the schedule. Submit schedule updates as required.
 5. Actual and anticipated delays, their impact on the schedule, and corrective actions taken or proposed.
 6. Field observations; actual and potential problems affecting construction or job progress; status of RFI's (Requests for Interpretation).
 7. Site Utilization; housekeeping, temporary facilities/services.
 8. Safety; hazards or risks.
 9. Status of corrective work ordered by the Architect; quality and work standards.
 10. Change Orders and change order proposals.
 11. Documentation of information for payment application (as applicable).
- D. Contractor to provide a table for layout of Drawings and chairs for each attendee.

1.06 PREINSTALLATION CONFERENCES

- A. Scheduling: Conduct a pre-installation conference at the Project site before each construction activity that requires coordination with other construction or existing conditions. Comply with particular requirements elsewhere in the Specifications that describe specific pre-installation or pre-demolition meetings and associated notifications to the Architect and Owner.
- B. Attendance: The Contractor's installer and representatives of manufacturers and fabricators involved in or affected by the installation, and its coordination or integration with other materials and installations that have preceded or will follow, shall attend the meeting. Notify the Architect and Owner of the scheduled meeting dates as required elsewhere in the Specifications.
- C. Prior to the work or installations of, at a minimum, the components listed below, hold a pre-installation meeting for review and observation attended by each entity involved or

affected by planned work. Schedule these meetings with Architect at least five (5) working days prior to meeting.

1. **Concrete Slab-on Grade and Exterior Paving.**
 - a. **Attendees: All subcontractors with in-slab or under-slab installation, concrete supplier, concrete finisher, vapor mitigation system installer, and Owner's Testing Agency.**
2. **Masonry Work (Mockup shall be completed prior to this meeting)**
 - a. **Attendees: All subcontractors with in-masonry installation, masonry supplier, masonry finisher, and Owner's Testing Agency.**
3. **Air Barrier Membrane & Masonry (Mockup shall be completed and cleaned prior to this meeting)**
 - a. **Attendees: Air barrier subcontractor, air barrier supplier, masonry subcontractor, masonry supplier, and all subcontractors affected by masonry construction.**
4. **Roofing & Metal Panels (Mockup shall be completed prior to this meeting)**
 - a. **Attendees: Roofing & metal panel subcontractor, material supplier and all subcontractors affected by this portion of work.**
5. **Additional components as required by the specification sections.**

D. Agenda

1. Review the progress of other construction activities and preparations for the particular activity under consideration at each pre-installation conference, including requirements for the following:
 - a. Contract Document requirements
 - b. Purchases
 - c. Deliveries
 - d. Shop Drawings, product data and samples
 - e. Review of mockups
 - f. Possible conflicts
 - g. Compatibility of materials
 - h. Acceptability of substrates
 - i. Schedule
 - j. Weather limitations
 - k. Space and access limitations
 - l. Temporary facilities
 - m. Safety
 - n. Manufacturer's recommendations
 - o. Warranty requirements
 - p. Inspecting and testing requirements
 - q. Required performance results
 - r. Recording requirements
 - s. Protection
2. The Contractor will record significant discussions and agreements and disagreements of each conference and the agreed to schedule for the work. The Contractor will promptly distribute the record to everyone concerned, including the Architect's subconsultants as required.
3. Do not proceed with installation if the conference cannot be successfully concluded. Initiate whatever actions are necessary to resolve impediments to performance of the Work and reconvene conference at earliest feasible date.
4. Regardless of whether the Specifications explicitly require a particular pre-installation conference, the Contractor is responsible for said conferences as an

element of his coordination of the Work. Information that can be obtained through a consideration of the items in Paragraph C. of this sub-section is the responsibility of the Contractor and must be included in implementation of the Work.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION (Not Used)

END OF SECTION 01 31 20

SECTION 01 32 00

CONSTRUCTION SCHEDULES

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and other general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. General description
 - 2. Form and content of schedules
 - 3. Updating of schedules

1.03 GENERAL DESCRIPTION

- A. The Construction Schedule is a required submittal, which is subject to the approval of the Owner and Architect and which shall be revised periodically as specified herein. The Construction Schedule shall be in a bar-chart or network type form that shall provide complete sequence of construction by activity, and allow for up-dating and revisions. Schedule shall be based on critical path method (CPM), and shall be prepared with input and cooperation of all Contractor's subcontractors.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 FORM AND CONTENT OF SCHEDULES

- A. Submit Construction Schedule as described above within 10 days after Notice to Proceed.
- B. Provide Construction Schedule with the following format and content:
 - 1. Provide schedule in the form of a bar chart with individual horizontal lines representing the duration of each major activity. Use vertical lines to scale the schedule at one week intervals.
 - 2. Use the same items of work as shown on schedule of values or in accordance with Section numbers of Specifications.
 - 3. Where related activities must be performed in sequence, show relationship graphically.
 - 4. Incorporate the submittal schedule specified elsewhere.
 - 5. In developing the schedule, take into account administrative reviews.
 - 6. Show dates for the following:
 - a. Each major activity that influences the construction time (critical path items).
 - b. Specified pre-installation meetings and progress review meetings.
 - c. Procurements and delivery dates for products requiring long lead time.
 - d. Start and completion dates of all major work elements.
 - e. Time frame for Substantial and Final Completion procedures, including inspections, reviews and punch list activities.
 - 7. Use the same terminology as that used in Contract Documents and provide legend of symbols or abbreviations used.

- 8. Submit Construction Schedule in clear, legible, reproducible format and with a minimum of three (3) opaque copies.
- C. Architect will advise Contractor if originally submitted Construction Schedule is not satisfactory. If so, Contractor shall revise and resubmit within seven (7) calendar days.
- D. Prepare and distribute copies of approved Schedule to Architect, Owner, Contractor's subcontractors and other entities whose work will be influenced by schedule dates. Maintain a copy of approved Construction Schedule at Project site office.

3.02 UPDATING OF CONSTRUCTION SCHEDULES

- A. Update the Construction Schedule whenever changes occur or are made, or when new information is received, but not less often than at the same intervals at which progress meetings are conducted.
- B. In revising the Schedule show all changes **by saving the original schedule as a base line**. Indicate the actual progress or delay of each activity and show revised completion dates. Highlight the activities modified since previous submittal and indicate major changes in scope or revised projections due to changes in the Work (if applicable).

3.03 SCHEDULE AND CONTRACTOR'S REQUESTS FOR CHANGES TO CONTRACT SUM OR TIME

- A. The Contractor shall indicate in their Change Proposals for all Contract modifications, if the durations of activities are affected, or if activities are added or activities deleted. The effect shall be indicated for each activity in cost and time as applicable. The Change Proposal shall indicate all additional costs and time impacts of whatever nature; reservations for future determination of impacts will not be allowed or considered. The Contractor shall submit a diagram of that portion of the Construction Schedule affected by the change showing the activities and their costs, man loading, durations and Contractor's subcontractor or trade responsibility. While changes of a minor nature may require little or no documentation of schedule impact, the Contractor shall be aware that in cases where time is involved, failure to submit such a diagram with the Change Proposal shall constitute a waiver of any claims for time extensions associated with the subject of that Change Proposal. When modifications in the Work are necessitated by Field Directives or other Architect's authorizations prior to Change Proposal submissions to avoid delay, the Contractor shall furnish the Architect within ten (10) days of receipt of the authorizations which changed the Work the same information required for Change proposals. Failure to do so shall constitute a waiver of any claims for time extensions associated with the subject of the work authorization or directive.
- B. As applicable, the Contractor shall adjust the Schedule monthly to reflect any adjustments in time related to negotiated or approved Contract modifications. The updated Schedule shall provide revised completion dates by incorporation of approved change order work and excusable delays, and re computation of all dates, durations and float in accordance with the newly incorporated dates. Such revised completion dates shall be the sole basis for time extensions and adjustments to the Contract completion date. Modified activity times to be used to determine the revised Project completion dates shall be agreed to by the Contractor, Architect and Owner.

END OF SECTION 01 32 00

SECTION 01 33 00

SUBMITTALS

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Definitions
 - 2. General requirements
 - 3. Submittal schedule
 - 4. Submittal coordination
 - 5. Submittal format and preparation
 - a. Shop Drawings
 - b. Samples
 - c. Product Data
 - 6. Contractor review and responsibilities
 - 7. Architect's review
 - 8. Return, resubmission and distribution
- B. Refer to individual Specification Sections for identified equipment and material for which submittals are required.
- C. Submittal will be required for each specification section separately.
- D. Do not submit on equipment or materials not requested in the Specifications.

1.03 DEFINITIONS

- A. Submittals: General term including samples, shop Drawings and product data, as applicable.
- B. Samples: Physical examples prepared to illustrate materials, equipment or workmanship to be installed in the Project and to establish standards by which work will be judged as complying with Contract requirements.
- C. Shop Drawings: Drawings, diagrams, illustrations, schedules and performance charts, prepared by the entity that is to do the work to illustrate that portion of the Work in detail.
- D. Product Data: Dated, printed literature of a product manufacturer which describes product and installation procedures. Product data may include test and performance data, illustrations, standard brochures and special details.
- E. Informational Submittals: Submittals indicated in the Contract Documents as to be submitted for information only.

1.04 GENERAL REQUIREMENTS

- A. Submittals shall be in orderly sequence and timed to cause no delay in the Work.
- B. Contractor shall commence no portion of the Work requiring submittals until submittal has been reviewed and accepted by Architect.
- C. Do not utilize submittal review process as a means of requesting substitutions or changes in the scope of the Work.
- D. Job delays occasioned by requirement of re-submission of samples, shop Drawings and product data not in accordance with Contract Documents are Contractor's responsibility, and will not be considered valid justification for extension of Contract time.
- E. The Contractor shall not be relieved of responsibility for deviations from requirements of the Contract Documents by the Architect's review of shop Drawings, product data, samples or similar submittals unless the Contractor has specifically informed the Architect in writing of such deviation at the time of submittal and the Architect has given written approval to the specific deviation. The Contractor shall not be relieved of responsibility for errors or omissions in shop Drawings, product data, samples or similar submittals by the Architect's review thereof.
- E. The Contractor shall direct specific attention, in writing or on resubmitted shop Drawings, product data, samples or similar submittals to revisions other than those requested by the Architect on previous submittals.
- F. Resubmitted shop Drawings, product data, samples or similar submittals shall be complete and shall cloud or highlight the changes.

1.05 SUBMITTAL SCHEDULE

- A. Submit to the Architect a list of all required submittals organized and referenced by the sections of these Specifications. On the list, indicate the timing for submission of the required submittals and relationship to the construction sequence. Submit the schedule to the Architect within the date required for establishment and submission of Contractor's Construction Schedule.
- B. Following approval by the Architect of the submittal schedule, print and distribute copies to the Architect, Owner, Contractor's subcontractors, suppliers and others required to comply with the submittal dates indicated. Maintain a copy in the field. When revisions are made, distribute to same parties that received initial document.
- C. Maintain updated submittal schedule during course of the Work that shows status of all submittals. Provide copies for Architect at progress meetings and when requested.

1.06 SUBMITTAL COORDINATION

- A. Coordinate preparation and processing of submittals with performance of construction activities. Transmit each submittal well in advance of performance of related construction activities to avoid delay.
- B. Coordinate each submittal with other submittals and related activities—purchasing, fabrication, testing, delivery, etc.—that require sequential activity. Coordinate transmittal of different types of submittals for related elements of the Work so submittals can be

reviewed concurrently. The Architect reserves the right to withhold action on a submittal requiring coordination with other submittals until all related submittals are received.

- C. Allow sufficient review time so that installation will not be delayed as a result of the time required to process submittals, including time for re-submittals. If submittal must be reviewed within a certain time in order to maintain the progress of the Work, state so clearly on the submittal. Nevertheless, allow a minimum of two (2) weeks for the first processing of each submittal and allow even more time if the submittal must be coordinated with later submittals. Allow a minimum of one (1) week for processing of resubmittals. No extension of Contract Time will be authorized because of failure to transmit submittals to the Architect sufficiently in advance of the Work to permit processing.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 SUBMITTAL FORMAT AND PREPARATION

A. Transmittals:

1. Submittals will be accepted only through transmittal from the Contractor. Submittals received from other entities will be returned without review or action.
2. Submittals must be accompanied by a transmittal form containing the following information:
 - a. Project name.
 - b. Submittal date.
 - c. Transmittal number.
 - d. Applicable Specifications Section number.
 - e. To: Architect's name and address.
 - f. From: Contractor's name and address.
 - g. Name of applicable subcontractor(s), supplier(s) or manufacturer(s).
 - h. Submittal type (shop drawing, sample, product data, informational submittal).
 - i. Description of submittal.
 - j. Record of distribution.
 - k. Action marking.
 - l. List of any deviations from Contract Document requirements.
 - m. Comments.

B. Form, Size and Quantity:

1. Label each submittal with the following information:
 - a. Project name.
 - b. Date of submittal.
 - c. Contractor's name and address.
 - d. Architect's name and address.
 - e. Subcontractor's name and address.
 - f. Supplier's name and address.
 - g. Manufacturer's name.
 - h. Specification section where the submittal is specified.
 - i. Numbers of applicable drawings and details.
 - j. Other necessary identifying information.

2. Provide a space on each submittal for approval stamp and notations.
3. For Shop Drawing or Product Data submittals larger than 8½" x 14" PDF format by email. If PDF file exceeds 10 megs the Architect will provide the Contractor with directions to access the Architect's ftp site for submission of file.
4. For Shop Drawing or Product Data submittals on smaller sheets (minimum size acceptable: 8½" x 11"; maximum size acceptable 8½" x 14") PDF format by email. If PDF file exceeds 10 megs the Architect will provide the Contractor with directions to access the Architect's ftp site for submission of file.
5. For Samples submit three (3) sets.
6. Contractor shall stamp and sign in red ink on all copies.

C. Shop Drawing Preparation and Format:

1. Shop Drawings shall conform to the following content requirements:
 - a. Number Drawings consecutively
 - b. Indicate working and erection dimensions and relationship to adjacent work at accurate scale.
 - c. Show arrangements and sectional views, where applicable.
 - d. Show compliance with specific referenced standards, such as materials, gauges, thickness, finishes, and characteristics.
 - e. Name specific products or materials used.
 - f. Indicate anchoring and fastening details, including information for making connections to adjacent work.
 - g. Contractor shall make any and all modifications in red ink and shall sign in red ink.
2. Reference applicable details, sections and similar information from Drawings from which shop drawing data was developed; include applicable Specification Section numbers and names.
3. Do not reproduce Contract Documents or copy standard information as basis of shop Drawings. Standard information prepared without specific reference to the Project is not considered shop Drawings.

D. Sample Preparation:

1. Required samples shall be submitted for the Architect's selection and review so as to maintain construction progress. Acceptance and color selections will not be made unilaterally where selections regarding adjacent materials must be made for purpose of aesthetics. Submit samples for adjacent and inter-related materials concurrently.
2. Prepare samples in sizes, shapes and finishes in accordance with provisions of individual Specification sections; attach documentation showing compliance. Where samples are for selection of color, pattern, texture or similar characteristics from a range of standard choices, submit a full set of choices for the material or product. Submittals will be reviewed and returned with Architect's selection indicated and other action as appropriate.
3. Samples furnished under this section are not to be confused with full-size, on-the-site "mock-ups," which may be specified in certain sections of the Specifications.
4. Keep final approved samples or sample sets at Project site for use during progress of the Work.

E. Product Data Preparation and Format:

1. When Product Data submittals are prepared specifically for the Project (in the absence of standard printed information) submit such information as Shop Drawings.

2. Content:
 - a. Submit manufacturer's standard printed data sheets.
 - b. Identify the particular product being submitted; submit only pertinent pages.
 - c. Show compliance with properties specified.
 - d. Identify which options and accessories are applicable.
 - e. Include recommendations for application and use.
 - f. Show compliance with the specific standards referenced.
 - g. Show compliance with specified testing agency listings; show the limitations of their labels or seals, if any.
 - h. Identify dimensions which have been verified by field measurement.
 - i. Show special coordination requirements for the product.

3.02 CONTRACTOR'S REVIEW AND RESPONSIBILITIES

- A. Review submittals and stamp with approval prior to submission to the Architect. Contractor's stamp shall bear the Contractor's name and word "Approved," date of the approval, and shall be initialed by the individual responsible for reviewing submittals. Enter stamp on a blank, unmarked area on the submittal.
- B. By approving submittals, Contractor represents that he has determined and verified all materials, field measurements, and field construction criteria related thereto, or will do so, and that he has checked and coordinated the information contained within such submittals with the requirements of the Work and of the Contract Documents.
- C. Where work is indicated "By others," Contractor shall indicate responsibility for providing and coordinating such work; whether by subcontractor or under separate contracts.
- D. Contractor agrees that submittals processed by Architect are not substitutions or changes in scope of the Work; that purpose of submittals by Contractor is to demonstrate that Contractor understands design concept; that he demonstrates his understanding by indicating which equipment and material he intends to furnish and install and by detailing fabrication and installation methods he intends to use.
- E. Contractor represents by submitting samples, shop drawing and product data that he has complied with provisions specified above. Submissions made without Contractor's approval indicated thereon will be returned without being reviewed for compliance with these requirements.
- F. Accompany submittal with transmittal letter containing Project name, Contractor's name, number of samples or drawings, titles and other pertinent data. Transmittal shall outline deviations, if any, in submittals from requirements of Contract Documents.
- G. No portion of the Work requiring submission of a shop drawing, product data or sample shall be commenced until the submittal has been reviewed and accepted by the Architect as specified herein. All such portions of the Work shall be executed in accordance with accepted submittals bearing the Architect's stamp.

3.03 ARCHITECT'S REVIEW AND ACCEPTANCE

- A. Architect's review and acceptance is only for conformance with design concept of Project and with information in Contract Documents. Architect's acceptance of a specific item shall not indicate acceptance of an assembly in which item is a component. The Architect's review is not conducted for the purpose of determining the accuracy and completeness of details such as dimensions and quantities, or for substantiating instructions for installation of equipment or systems, which remain the responsibility of the Contractor. When professional certification of performance characteristics of materials, systems, or equipment is required by the Construction Documents, the Architect shall be entitled to rely upon such certifications to establish the materials, systems or equipment will meet performance criteria required by the Construction Documents.
- B. Architect will review each submittal, mark it with appropriate action, and return it to Contractor with reasonable promptness, except where it must be held for coordination, and the Contractor is so advised. Submittals will be marked by Architect as follows:
 - 1. "Reviewed" indicates the Drawings have been reviewed for conformance with design and no exceptions are taken. Proceed with the work.
 - 2. "Make Corrections as Noted" indicates Contractor may proceed with the work as noted.
 - 3. "Amend and Resubmit" indicates Drawings to be revised and resubmitted for review prior to proceeding with the work.
 - 4. "Rejected, See Remarks" indicates that the submittal does not comply with Contract Documents.
 - 5. The Architect shall make any and all comments in green ink and shall sign in green ink.
- C. Submittals required to be submitted "for Architect's information only" are required to demonstrate that the Work complies with performance requirements of the Contract Documents. Such submittals, if acceptable to Architect, will not be returned to Contractor.

3.04 SUBMITTAL RETURN, RESUBMISSION AND DISTRIBUTION

- A. Architect will return the following reviewed and accepted submittals for printing and distribution by Contractor:
 - 1. Shop Drawings—(Sheets larger than 8½" x 14") PDF format by email, (Sheets 8½" x 14" or smaller) PDF format by email. If PDF file exceeds 10 megs the Architect will provide the Contractor with directions to access the Architect's ftp site for access to the file.
 - 2. Product Data—(Sheets larger than 8½" x 14") PDF format by email, (Sheets 8½" x 14" or smaller) PDF format by email. If PDF file exceeds 10 megs the Architect will provide the Contractor with directions to access the Architect's ftp site for access to the file.
 - 3. Samples—Two (2) set, unless additional sets were submitted because of needs of Contractor's subcontractors or suppliers.
- B. Resubmissions: In making resubmissions, follow the same procedures and formats required for original submissions. Make corrections and changes indicated by Architect on unacceptable submissions. In resubmission transmittals, identify clearly and direct specific attention to any revisions other than corrections requested by Architect on previous submissions.

C. Distribution:

1. Contractor is responsible for obtaining and distributing copies of submittals to his subcontractors and material suppliers after final acceptance. Prints of reviewed shop Drawings shall be made from reproducibles that carry the Architect's appropriate stamp.
2. Contractor shall maintain a file of accepted submittals bearing the Architect's stamp for duration of Project, which shall be delivered to Owner as a part of the Project's Record Documents.
3. The Contractor's superintendent also shall maintain an orderly file of all accepted submittals at the Project site. In the event that the Architect or Owner should question the installation of any aspect of the Work requiring accepted submittal data, the inability of the superintendent to produce the required accepted submittal data upon demand shall constitute cause for a "stop work" order to be issued on that particular questioned aspect of the Work and all relevant appurtenant work. The cause shall be equal to the Contractor's not having received required acceptance of the submittal data. If so issued, such "stop orders" shall not be considered valid justification for extensions of Contract time or claims for additional monetary compensation.

END OF SECTION 01 33 00

SECTION 01 42 00

DEFINITIONS AND EXPLANATIONS

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Definitions
 - 2. Specifications format and content explanation
 - 3. Drawing symbols
 - 4. Industry standards

1.03 DEFINITIONS

- A. Certain terms used repetitiously in these Specifications and elsewhere in the Contract Documents are defined generally in this section. The definitions and explanations of this section are not necessarily either complete or inclusive, but are general for the Work to the extent such definitions or explanations are not stated more explicitly in another provision of the Contract Documents.
- B. Approve: The terms "approve," "review," "inspect" and their variations, where used in conjunction with the Architect's actions on the Contractor's submittals, applications and requests, are limited to the responsibilities and duties of the Architect stated in the General Conditions and elsewhere in these Specifications. Such approvals shall not release the Contractor from his responsibility to fulfill the requirements of the Contract Documents, unless otherwise provided in the Contract Documents.
- C. Directed, Requested, etc: Where nor otherwise explained, terms such as "directed," "requested," "authorized," "selected," "required," and "permitted," mean directed by the Architect, requested by the Architect, and similar phrases. However, no such implied meaning shall be interpreted to extend the Architect's responsibility into the Contractor's area of construction supervision.
- D. Indicated: The term "indicated" is a cross reference to details, notes or schedules on the Drawings, other paragraphs or schedules in the Specifications, and similar means of recording requirements in the Contract Documents. Where other terms such as "shown," "noted," "scheduled," and "specified" are used, it is to help locate the reference; no limitation on location is intended except as specifically noted.
- E. Refer: Used to indicate that the subject is defined or specified in further detail at another location in the Contract Documents, or elsewhere as indicated.
- F. Furnish: The term "furnish" is used to mean supply and deliver to the Project site, ready for unloading, unpacking, assembly, installation, and similar operations, as applicable in each instance.

- G. Install: Except as otherwise defined in greater detail, the term "install" is used to describe operations at Project site including the unloading, unpacking, assembly, erection, placing, anchoring, applying, working to dimension, finishing, curing, protecting, cleaning and similar operations, as applicable to a material, product or system in each instance.
- H. Provide: Except as otherwise defined in greater detail, the term "provide" means to furnish and install, complete and ready for the intended use as applicable in each instance.

1.04 SPECIFICATION FORMAT AND CONTENT EXPLANATION

- A. General: This section is provided to help the user of the Specifications understand the format, language, implied requirements, and similar conventions. None of the explanations shall be interpreted to modify the substance of the Contract.
- B. Specifications Production: Portions of these Specifications have been edited by the Owner and Architect and may contain minor deviations from traditional formats. Such deviations are a normal result of the production technique, and no other meaning will be implied or permitted. References to Specifications or Technical Specification, shall mean the same.
- C. Specification Format: Although not all portions may fully comply, the format of these Specifications is principally as described below. No meaning or significance is attached to such compliance or non-compliance.
 - 1. Sections and Divisions: For convenience, the basic unit of the Specifications is a "section," each unit of which is named and numbered. These sections are organized into related families of sections which are categorized as "divisions." These divisions are recognized as present construction industry practice on uniform organization and sequencing of specifications. Section titles are not intended to limit the meaning or content of a section, to be fully descriptive of the requirements therein, or to be an integral part of the text.
 - 2. Section Numbering: Sections are given a numeric sequence to assist in cross referencing information in the Contract Documents. The numbering sequence, however, is not complete.
 - 3. Parts: Each section has been divided into three or fewer "parts" (Part 1 - General, Part 2 - Products, and Part 3 - Execution). These titles do not limit the meaning of and are not an integral part of the text of the Specification requirements.
- D. Specifications Content: The Specifications have been produced employing conventions in the use of language and in the intended meaning of certain words, terms and phrase when used in particular situations or circumstances. These conventions are explained as follows:
 - 1. Language used in the Specifications is the abbreviated type. Implied words and meanings will be appropriately interpreted. Singular words will be interpreted as plural and plural words interpreted as singular where applicable and where the full context of the Contract Documents so indicates.
 - 2. Specifying Methods: The techniques or methods of specifying requirements vary throughout the Specifications text, and may include "prescriptive," "open generic-descriptive," "compliance with standards," "performance," "proprietary," or a combination of these. The method used for specifying one unit of work has no bearing on requirements for another unit of work. Except for cases of overlapping or conflicting requirements as described in the following paragraph 3, where more than one set of requirements are specified for a

particular unit of work, the option is intended to be Contractor's regardless of whether specifically indicated as such.

3. **Overlapping and Conflicting Requirements:** Where compliance with two (2) or more industry standards or sets of requirements is specified, and overlapping of those different standards or requirements is specified, and overlapping of those different standards or requirements establishes two (2) different or conflicting levels of quality, the most stringent requirement is intended and will be enforced, unless specifically detailed language written into the Contract Documents clearly indicates that the less stringent requirement is to be fulfilled. Refer uncertainties as to which of the two (2) levels of quality is more stringent to the Architect for a decision before proceeding.
 4. **Imperative Language** is generally used throughout the Specifications. Requirements expressed imperatively are to be performed by the Contractor. At certain locations in the text, for clarity, subjective language is used to describe responsibilities that must be fulfilled indirectly by the Contractor, or by others when so noted.
- E. **Minimum Quality/Quantity:** In every instance, the quality level or quantity shown or specified is intended as the minimum for work to be performed or provided. Except as otherwise specifically indicated, the actual work may either comply exactly with that minimum (within specified tolerances), or may exceed that minimum within reasonable limits. In complying with requirements, the indicated numeric values are either minimum or maximums as noted or as appropriate for the context of the requirements. Refer instances of uncertainty to the Architect for decision before proceeding.
- F. **Assignment of Specialists:** The Specifications require (or at least imply) that certain specific construction activities shall be performed by specialist or expert entities who must be engaged for the performance of those units of work. These must be recognized as special requirements over which the Contractor has no choice or option. Nevertheless, the ultimate responsibility for fulfilling Contract requirements remains with the Contractor.
1. This requirement shall not be interpreted to conflict with enforcement of building codes and similar regulations governing the Work. It is also not intended to interfere with local trade union jurisdictional settlements and similar conventions.
 2. **Trade Names:** Use of titles such as "carpentry" is not intended to imply that certain construction activities must be performed by accredited or unionized individuals of a corresponding generic name, such as "carpenter." It also does not imply that requirements specified apply exclusively to trades persons of the corresponding generic name.

1.05 DRAWING SYMBOLS

- A. **Graphic symbols used on the Drawings are those recognized in the construction industry for purposes indicated. Where not otherwise noted, symbols are defined by "Architectural Graphic Standards", published by John Wiley & Sons, Inc., current edition. Any symbol or graphic hatch pattern shown on the Drawings not specifically labeled as to the material indicated shall be interpreted as follows:**
- a. **Written Clarification by the Architect prior to Bid**
 - b. **Industry Standards**
 - c. **Drawing Symbol and Hatch Legends**
- B. **Clarifications shall be requested in writing by the proposer where written direction and clarification will be provided by the Architect in the Addenda issued prior to bid.**

- C. **Under no circumstances will additional compensation be considered for uncertainty and lack of clarification on the part of the Contractor regarding drawing symbols and hatch patterns, not clarified during the bid period.**
- D. Mechanical/Electrical Drawings: Graphic symbols used on mechanical and electrical Drawings are generally aligned with symbols recommended by ASHRAE. They are supplemented by more specific symbols indicated in legends and, where appropriate, are further supplemented by technical associations including ASME, ASPE, IEEE and similar organizations. Refer instances of uncertainty to the Architect for clarification before proceeding.

1.06 INDUSTRY STANDARDS

- A. Applicability of Standards: Except where Contract Documents include explicit and more stringent requirements, applicable construction industry standards have the same force and effect as if bound or copied directly into the Contract Documents. Such standards are made a part of the Contract Documents by reference. Individual sections indicate which codes and standards apply and which the Contractor must keep available at the Project Site for reference.
 - 1. Referenced standards (referenced directly in Contract Documents or by governing regulations) have precedence over non-referenced standards.
 - 2. Non-referenced Standards: Except as otherwise limited by the Contract Documents, standards not referenced but recognized in the construction industry as applicable will be enforced for performance of the Work. The Architect shall decide whether a code or standards is applicable or which of several are applicable.
- B. Publication Dates: Where compliance with an industry standard is required, comply with standard in effect as of the date of the Contract Documents.
- C. Copies of Standards: Each entity engaged in construction on the Project is required to be familiar with industry standards applicable to that entity's construction activity. Copies of applicable standards are not bound with the Contract Documents.
 - 1. Where copies of standards are needed for performance of a required construction activity, the Contractor shall obtain copies directly from the publication source.
 - 2. Although copies of standards needed for enforcement of requirements may be part of required submittals, the Architect reserves the right to require the Contractor to submit additional copies as necessary for enforcement of requirements.
- D. Abbreviations and Names: Trade association names and titles of general standards are frequently abbreviated. Where acronyms or abbreviations are used in the Specifications or other Contract Documents, they mean the recognized name of the trade association, standards generating organization, authority having jurisdiction, or other entity applicable to the context of the publication provision. Refer to the "Encyclopedia of Associations," published by Gale Research Co., available in most libraries.

PART 2 – PRODUCTS (NOT USED)

PART 3 – EXECUTION (NOT USED)

END OF SECTION 01 42 00

SECTION 01 45 00

QUALITY CONTROL PROCEDURES

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 1. Contract conditions.
 2. Reference standards.
 3. Procedures for submittal of quality control documentation.
 4. Quality assurance provisions.
 5. Coordination, sequencing and scheduling.
 6. General quality control activities and requirements.
 7. Procedures for specific quality control activities:
 - a. Testing
 - b. Inspecting
 - c. Pre-installation review and inspection
 - d. Manufacturers' field services
 8. Repair and Protection.

1.03 CONTRACT CONDITIONS

- A. Certifications and inspections and testing services are required to verify compliance with requirements specified or indicated. These services whether provided by the Contractor or the Owner do not relieve the Contractor of responsibility for compliance with requirements of the Contract Documents.
 1. Certifications, inspections, tests and related requirements specified are not intended to limit the Contractor's other quality control procedures that facilitate compliance with Contract Document requirements.
 2. Requirements for the Contractor to provide certifications, inspections, testing and related services by the Architect, Owner and other authorities having jurisdiction are not limited by the provisions of this section.
- B. Testing Agencies, whether employed by the Owner or Contractor, shall not approve any portion of the Work and shall not change requirements of the Contract Documents.
- C. The Owner is responsible for geotechnical and materials testing services required by the Contract Documents and will employ and compensate a Testing Agency for that purpose. Cost of these services shall not be included in the Contract Sum.

1.04 DEFINITIONS

- A. Certificate: A written statement that a particular product or a portion of the Work as accomplished conforms to the requirements of the Contract Documents.
- B. Installer: Any entity that performs a construction activity, whether an employee, subcontractor, or sub-subcontractor of the Contractor.

- C. Testing Agency: Any independent testing and inspection agency employed by the Owner or Contractor to perform certain quality control activities.
- D. Reference Standard: Any document incorporated unto the Specifications by reference rather than inclusion of text; including, but not limited to, voluntary specifications prepared by standards and industry organizations.
- E. Reports: Certified written documentation of inspections, tests or similar services.

1.05 REFERENCE STANDARDS

- A. General: Comply with edition of standards indicated; if date is not indicated, comply with edition in effect as of date of Contract Documents. Compliance with standards that are revised or reissued after that date will not be required unless incorporated into the Contract Documents by modification. When applicable codes, laws or regulations require editions of different dates, obtain instructions from the governing authorities as to which edition is required.
- B. The requirements of reference standards are binding on Contractor, just as if they were copied into the Contract Documents, but no provisions of reference standards shall alter the contractual relationship of the parties to the Contract.
- C. Maintain at the Project site each reference standard that is indicated elsewhere as to be kept at the site.

1.06 SUBMITTALS

- A. Reports: The Owner's Testing Agency shall submit certified written reports of each inspection, test or similar service to the Owner, Architect and Contractor as applicable. If the Contractor is responsible for an inspection, test or similar services and has employed a Testing Agency for such, his reports shall comply with the following:
 - 1. Reports shall be submitted for informational purposes through the Contractor under cover to the Architect.
 - 2. Submit other copies of reports to governing or regulatory authorities if so directed.
 - 3. Submit the report within three (3) working days after date of inspection or test if practicable.
 - 4. Reports of inspections, tests or similar services shall include, but not limited to the following data:
 - a. Date of issue.
 - b. Project name.
 - c. Name, address and telephone number of testing agency.
 - d. Dates and locations of samples and tests or inspections.
 - e. Names of individuals making inspections or tests.
 - f. Name and signature of reviewing registered Engineer and laboratory inspector if applicable.
 - g. Related Specifications section(s).
 - h. Test method or basis of evaluation.
 - i. Ambient conditions at time of sample-taking and testing.
 - j. Observations, comments or professional opinions regarding compliance with requirements of Contract Documents.
 - k. Recommendations on re-testing if required.
- B. Certificates: Submit for information only unless otherwise directed.
 - 1. Certificates should be signed by the product manufacturer, unless otherwise specified or not applicable.

2. Include the following information:
 - a. Date of certificate.
 - b. Project name.
 - c. Description of the product or system certified.
 - d. Specification section(s) involved.
 - e. When actual materials to be used are to be certified, include lot identification markings, destination or shipment, and quantity in shipment.
 - f. Title, name, and signature of person authorized to make certification.
- C. Qualifications Statements: Submit for information only unless otherwise directed.
- D. Manufacturers' Instructions: Submit for information only unless otherwise directed. Contractor shall identify to Architect any conflicts between manufacturers' instructions and Contract Documents prior to proceeding with affected work.

1.07 QUALITY ASSURANCE.

- A. Qualifications of manufacturers and installers shall be as indicated in individual sections of the Specifications.
- B. Manufacturer's field personnel shall be employed directly by the manufacturers and normally perform the activities specified.
- C. Qualifications of a Testing Agency, if utilized by Contractor, shall include the following criteria:
 1. Testing Agency shall meet "Recommended Requirements for Independent Laboratory Qualification" latest edition, published by The American Council of Independent Laboratories.
 2. Testing Agency shall be acceptable to Architect and shall have been regularly engaged in services specializing in types of inspections and tests to be performed for a minimum of five years. If requested by Engineer, submit evidence of satisfactory completion of services performed on projects of similar type and scope within specified period.
 3. Testing Agency shall be authorized to perform services by authorities having jurisdiction in State of Georgia.
 4. Testing Agency's on-site personnel shall be qualified and certified in the fields of testing required for the Project.
- D. Testing Equipment shall be calibrated at reasonable intervals with devices of an accuracy traceable to the National Bureau of Standards (NBS) standards or to accepted values of actual physical constants.

1.08 COORDINATION, SEQUENCING AND SCHEDULING

- A. Contractor shall coordinate its sequence of activities with any Testing Agency engaged to perform inspections, tests and similar services to accommodate required work with a minimum delay. Contractor shall schedule and coordinate activities to avoid removing and replacing construction to accommodate inspections and tests. Other responsibilities of Contractor for testing are indicated elsewhere in this section.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 GENERAL

- A. Provide work of the specified quality level; where quality level is not indicated, provide work of quality customary in similar types of work.
 - 1. Where codes, laws, or regulations require work of higher quality or performance, provide work complying with those codes, laws, and regulations.
 - 2. Where two or more quality provisions of the Contract Documents conflict, comply with the most stringent requirement; where requirements are different but apparently equal, and where it is uncertain which requirement is most stringent, obtain clarification from the Architect before proceeding.
 - 3. Actual quality may exceed the specified quality; verify that such differences are acceptable to the County (other criteria may make excessive quality undesirable).
- B. Manage and control products, subcontractors, suppliers, manufacturers, site conditions, installers, and workmanship in such a manner as to produce work of the specified quality. Use installers who are capable of producing work of specified quality.
- C. Perform all quality control activities specified unless indicated to be performed by other entities.

3.02 TESTING

- A. The requirements indicated below in this section are the Contractor's responsibilities relative to testing performed by the Owner and his Testing Agency as well as testing under the direct supervision of the Contractor.
- B. Cooperate with Testing Agency personnel. Provide access to the Work and to material supplier's plant and operations.
- C. Provide representative samples of materials proposed for use in the Work, in quantities sufficient for accurate testing and as specified.
- D. As necessary for performance of the testing, furnish incidental labor and facilities including but not limited to the following:
 - 1. Providing access to the Work to facilitate inspections and tests.
 - 2. Obtaining and handling samples at the Project site under the direction of the Testing Agency or assisting the Testing Agency in taking samples.
 - 3. Provide facilities for storage and caring of test samples on-site and security and protection of samples and test equipment at site.
 - 4. Provide preliminary design mixes for materials mixes that require control by Testing Agency.
- E. Notify Testing Agency sufficiently in advance of operations to allow for assignment of personnel and scheduling of tests. Notify Owner's Testing Agency three (3) working days prior to the date of inspection or testing.
- F. Where the Owner has engaged a Testing Agency or other entity for testing and inspection of a part of the Work, and the Contractor is also required to engage an entity for the same or related element, the Contractor shall not employ the entity engaged by the Owner, unless otherwise agreed in writing with the Owner.

- G. Contractor shall notify the Architect in writing and receive a written reply prior to proceeding with additional testing beyond that specified in the Contract Documents.
- H. Re-testing and Cancellation of Testing:
 - 1. Contractor shall be responsible for re-testing where results of required inspections, test or similar services are unsatisfactory and do not comply with requirements of Contract Documents, regardless of whether the original test was the Contractor's responsibility.
 - 2. Costs for correction of deficient work or construction and re-testing shall be borne by the Contractor.
 - 3. If the Testing Agency is scheduled by the Contractor to perform tests or monitor activities on-site and testing or work to be monitored gets cancelled by the Contractor after the on-site arrival of the Testing Agency, the cost of the Testing Agency from arrival on-site until they are sent back or utilized for another activity including the cost for travel time shall be borne by the Contractor.
- I. Materials and work covered without testing and approval, if required, shall be uncovered and subsequently recovered at the Contractor's expense.

3.03 INSPECTING

- A. Perform inspections specified. When inspections reveal unsatisfactory work, make whatever changes or repairs are necessary and reinspect. Submit a report of each original inspection and each reinspection.

3.04 MANUFACTURERS' FIELD SERVICES

- A. Manufacturers' field services are specified in other sections of the Specifications.
- B. If Architect should be present, provide Architect with a timely notice of site visit so Architect may be present. After site visit, submit a report that records 1) site conditions, installer procedures, and related activities that are not as recommended by the manufacturer; and 2) instructions and recommendations provided by the representative that differ from manufacturer's standard printed instructions.

3.05 REPAIR AND PROTECTION

- A. Upon completion of inspection, testing, sample-taking and similar services, repair damaged construction and restore substrates and finishes to eliminate deficiencies, including deficiencies in visual qualities or exposed finishes. Comply with requirements of any references to cutting and patching in other divisions of the Specifications.
- B. Contractor shall be responsible for repair and protection of Work regardless of assignment of responsibility for inspection, testing or similar services.

END OF SECTION 01 45 00

SECTION 01 50 00

TEMPORARY FACILITIES, CONTROLS AND SERVICES

PART 1 - GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 and 0 Specifications, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Definitions
 - 2. Project conditions and scheduling
 - 3. Temporary construction support facilities
 - 4. Temporary utilities and services
 - 5. Special protection requirements
 - 6. Security
 - 7. Vehicular access and parking
 - 8. Termination and removal

1.03 DEFINITIONS

- A. Temporary Construction Support Facilities: Construction, structures, fixtures and other built items required to accomplish the Work but which are not incorporated into the finished Work. Included are field offices, storage sheds, temporary roads and paving, temporary enclosures, hoists, dewatering facilities, temporary signs, construction aids and miscellaneous facilities.
- B. Temporary Utilities: Sources of electric power, water, natural gas, etc., obtained from public utilities, other main distribution systems or temporary sources that support the Contractor's activities but are not a part of the permanent construction or are not yet incorporated into the permanent construction.
- C. Temporary Services: Activities and services required during construction that do not directly accomplish the Work. Included are waste disposal services, rodent and pest control, security and miscellaneous services.

1.04 PROJECT CONDITIONS AND SCHEDULING

- A. Comply with requirements of regulations, governing authorities and public utilities as to type, quantity, location and use of temporary facilities, utilities and services. Secure and maintain copies of permits, inspection reports or approvals for installation and use of temporary facilities and utilities.
- B. Use of permanent facilities prior to date of Substantial Completion is subject to Owner's conditions. During said approved use, Contractor shall maintain and protect completed work. Specific warranties shall not be reduced or voided by Contractor's use of permanent facilities and systems.
- C. Maintain required temporary facilities until not needed or until Substantial Completion. Exceptions to this requirement may be made by Owner as indicated in above paragraph.

1.05 QUALITY ASSURANCE

- A. Regulations: Comply with industry standards and applicable laws and regulations of authorities having jurisdiction including, but not limited to, the following:
 - 1. Building code requirements.
 - 2. Health and safety regulations.
 - 3. Utility company regulations.
 - 4. Police, fire department, and rescue squad rules.
 - 5. Environmental protection regulations.
- B. Standards: Comply with NFPA 241 “Standard for Safeguarding Construction, Alterations, and Demolition Operations,” ANSI A10 Series standards for “Safety Requirements for Construction and Demolition,” and NECA Electrical Design Library “Temporary Electrical Facilities.”
 - 1. Electrical Service: Comply with NEMA, NECA, and UL standards and regulations for temporary electric service. Install service in compliance with NFPA 70 “National Electric Code.”
- C. Inspections: Arrange for authorities having jurisdiction to inspect and test each temporary utility before use. Obtain required certifications and permits.

PART 2 – PRODUCTS

2.01 TEMPORARY CONSTRUCTION FACILITIES

- A. Temporary Toilet Units: Provide self-contained, single-occupant toilet units of the chemical or aerated recirculation. Provide units properly vented and fully enclosed with a glass-fiber-reinforced polyester shell or similar nonabsorbent material.
- B. Lamps and Light Fixtures: Provide general service lamps of wattage required for adequate illumination. Provide guard cages or tempered-glass enclosures where exposed to breakage. Provide exterior fixtures where exposed to moisture.
- C. Electrical Power Cords: Provide grounded extension cords. Use hard-service cords where exposed to abrasion and traffic. Provide waterproof connectors to connect separate lengths of electric cords if single lengths will not reach areas where construction activities are in progress. Do not exceed safe length-voltage ratio.
- D. Electrical Outlets: Provide properly configured, NEMA-polarized outlets to prevent insertion of 110- to 120-Volt plugs into higher voltage outlets. Provide receptacle outlets equipped with ground-fault circuit interrupters, reset button, pilot light for connection of power tools and equipment.
- E. Tarpaulins: Provide waterproof fire-resistant UL labeled tarpaulins with flame spread rating of 15 or less.
- F. Fire Extinguishers: Provide hand-carried portable UL-rated Class A fire extinguishers for temporary offices and similar spaces. In other locations, provide hand-carried, portable, UL-rated Class ABC, dry chemical extinguishers or a combination of extinguishers of NFPA recommended classes for the exposures. Comply with NFPA 10 and NFPA 241 for classification, extinguishing agent, and size required by location and class of fire exposure.
- G. Temporary perimeter fencing: Provide temporary perimeter fencing minimum 6 feet tall with privacy screening. Fence shall be installed around entire perimeter of jobsite for safety purposes to keep the public out of construction area.

PART 3 – EXECUTION

3.01 GENERAL INSTALLATION

- A. Use qualified personnel or services for installation of temporary facilities. Provide each facility ready to use when needed to avoid delay. Locate facilities where they will serve the Project adequately and result in minimum interference with performance of the Work. Relocate and modify facilities as needed. Do not remove until facilities are no longer needed or are replaced by authorized use of completed permanent facilities.

3.02 CONSTRUCTION SUPPORT FACILITIES

- A. Temporary Storage Facilities: Provide weather tight storage facilities with raised floors and of types and sizes required by storage demands at the Project site. Locations of temporary storage facilities shall be subject to Owner's acceptance. All material storage and staging shall be within the designated limits of the Project site. Contractor is responsible for identifying Project site boundaries and insuring that staging and material storage does not occur outside of the site.
- B. Provide a dedicated area for the storage of tools and equipment within each phased work area. The Contractor will be required to secure all tools at the conclusion of each work day and maintain a log of equipment and tools located on site. Combustibles and hazardous materials shall not be stored inside the building overnight or at any time when construction personnel are not present. The Contractor shall notify the Owner and all such materials shall be approved prior to bringing items into the building.
- C. Temporary Enclosures: As required by the progress and sequencing of the Work, provide temporary enclosures for protection of construction in progress or completed, from exposure to foul weather or other construction operations.
 - 1. Maintain protective barriers, vehicular barriers, temporary fencing, dust control barriers and sound control devices as needed for all phases of construction until final completion of the Project. Barriers and devices shall be coordinated with the staging and sequencing of the Work. Contractor shall be responsible for replacing established protective barriers and devices damaged or removed during construction and shall install any additional protection devices as required to perform the Work under this Contract.
 - 2. Provide temporary signs as required. Install signs where needed to inform personnel, vendors and public seeking entrance to the Project.
 - 3. Security, access and working requirements are the responsibility of the Contractor.
 - 4. The Contractor is responsible for all temporary construction, phasing, scheduling, material deliveries, and other items that affect the sequence of construction or scheduling of the Project.
- D. Sanitary Facilities: Sanitary facilities include temporary toilets, wash facilities, and drinking-water fixtures. Comply with local regulations, OSHA and health codes for the type, number, location, operation, and maintenance of fixtures and facilities. Install where facilities will best serve the Project's needs. Provide applicable paper goods in support of each facility. Provide covered waste containers for used materials.
 - 1. Toilets: Provide and maintain temporarily sited and self-contained toilet units until Substantial Completion on all Work. Do not allow employees to use permanent toilet facilities of the new construction.
 - 2. Wash Facilities: Provide and maintain a safety shower/eye wash facility with potable water at a location convenient for personnel.
 - 3. Drinking Water Facilities: Provide drinking water canisters or fixtures at convenient locations on the Project site. Include cup supply.

3.03 TEMPORARY UTILITIES AND SERVICES

- A. General: Engage the appropriate local utility companies to install temporary services or connect to existing services. Where company will not be responsible for full operation of service, Contractor shall provide remainder with matching, compatible materials and equipment and comply with company recommendations. Contractor shall provide adequate capacity at each stage of construction. Costs for temporary utility connection are borne by the Contractor. **The utility usage cost for all utilities shall be included in the bid.**
- B. Telecommunications Services: Maintain cell phones for Project Manager and Superintendent.
- C. Water Services: Temporary water shall be provided and paid for by the Contractor.
- D. Collection and Disposal of Waste: Collect waste from construction areas and elsewhere on Project site **DAILY. Dedicated dumpsters for construction debris shall be provided.** Comply with requirements of NFPA 241 for removal of combustible waste material and debris. Enforce requirements strictly. Do not hold waste materials more than 7 days during normal weather or 3 days when the temperature is expected to rise above 80 deg F. Handle hazardous, dangerous, or unsanitary waste materials separately from other waste by containerizing properly. Dispose of material lawfully.

3.04 VEHICULAR ACCESS AND PARKING

- A. Haul Routes: The Contractor shall be responsible for insuring that trucks providing delivery and/or hauling services to or from the Project site shall properly cover loads. Contractor shall keep the roads to the Project site and the Project site clear, free of mud, dirt, debris, or other materials that are deposited as a result of Contractor's hauling and delivery services. The Contractor is responsible for coordinating and scheduling hauling activities so that the traffic flow on the access road to the Project site is not disrupted at any time.
- B. Parking Areas: All parking for Contractor's employees, subcontractors' employees, and for vendors, delivery men, and visitors shall be on the Project site and in designated areas.
- C. Traffic Control: The Contractor shall provide all traffic control on streets or drives adjacent to or on the Project site that is needed to facilitate the Contractor's Work and protect the public from activities associated with such work. These controls shall include signs, signals, barricades and flagmen, as necessary. The Contractor shall comply with all local, state, federal rules and regulations concerning the placement and use of traffic control devices

3.05 TEMPORARY PROTECTION AND CONTROL

- A. Environmental Protection: Provide protection, operate temporary facilities and conduct construction in ways and by methods that comply with environmental regulations, and minimize the possibility that air, waterways, and subsoil might be contaminated or polluted or that other undesirable effects might result. Maintain protective barriers, tree protection and erosion control devices until Final Completion of the Project. Contractor shall be responsible for replacing established protective barriers, tree protection and erosion control devices damaged or removed during construction and shall install any additional protection devices as required to perform the Work under the Contract.

3.06 MAINTENANCE, TERMINATION, AND REMOVAL

- A. Supervision: Enforce strict discipline in use of temporary facilities. Limit availability of temporary facilities to essential and intended uses to minimize waste and abuse.

- B. Maintenance: Maintain facilities in good operating condition until Project completion.
- C. Termination and Removal: Unless the Architect requests that it be maintained longer, remove each temporary facility when the need has ended, when replaced by authorized use of a permanent facility, or no later than Substantial Completion. Complete or, if necessary, restore permanent construction that may have been delayed because of interference from the temporary facility. Repair damaged Work, clean exposed surfaces, and replace construction that cannot be satisfactorily repaired.
 - 1. Materials and facilities that constitute temporary facilities are the Contractor's property. The Owner reserves the right to take possession of Project identification signs.
 - 2. Remove all trash and debris and restore areas to conditions required by the Contract.

END OF SECTION 01 50 00

SECTION 01 57 00

TRAFFIC CONTROL

PART 1 GENERAL

1.01 SCOPE OF WORK

- A. Contractor shall furnish all materials and labor for the installation and continuous maintenance of traffic control devices throughout the project.
- B. This item of work shall include furnishing, installing, maintaining, relocating and removing all traffic control devices used for the purpose of regulating, warning or directing traffic during the construction or maintenance of this project.
- C. Upon completion of work, warning devices are to be removed by the contractor. If devices remain on site longer than ten (10) days after project completion, they shall be removed by the Owner and become their property.

1.02 SAFETY

- A. The governing factor in the execution and staging of work for this project is to provide the public with the safest possible travel conditions along the roadway through the construction zone. The contractor shall arrange their operation to keep the closing of any lane of a roadway to an absolute minimum.
- B. No work shall be started on any phase of the project until all appropriate traffic control devices are in place and in operation.
- C. Contractor is to take all practical precautions to maintain traffic flow, and provide safety of workers and the general public.
- D. At the end of each workday, contractor is to clear the roadway of all dirt and debris and add additional safety devices to maintain safe travel lanes.
- E. When not in use, all traffic control devices shall be removed, placed or covered so as not to be visible to traffic.

1.03 REFERENCES

- A. Manual for Uniform Traffic Control Devices (MUTCD) (latest edition).
- B. Georgia Department of Transportation (Ga. DOT) Standard Specifications for Construction of Roads and Bridges (latest edition), Section 150.
- C. Georgia Department of Transportation (Ga. DOT) Standard Construction Details (latest edition).

PART 2 PRODUCTS

2.01 GENERAL

- A. Traffic Control Devices include: signs and their supports, signals, pavement markings, barricades with sand bags, channelizing devices, warning lights, arrowboards, flaggers, or any other device used for the purpose of regulating, warning or guiding traffic through the construction zone.

- B. All Traffic Control Devices used on this project shall conform to the plans, Ga. DOT Construction Details and Specifications, and MUTCD. No modifications will be allowed without prior written approval of the Engineer.
- C. Traffic Control Devices shall be in proper, acceptable condition when in use. Devices which are unclear, damaged, or not correctly positioned shall be promptly restored to fully operational condition.

PART 3 EXECUTION

3.01 GENERAL

- A. The contractor shall be responsible for the proper location, installation, and arrangement of all traffic control devices. Special attention shall be given to advance warning signs during construction operations in order to keep lane assignment consistent with barricade placement at all times. The contractor shall cover all Traffic Control Devices that are inconsistent with detour or lane assignment patterns during the transition from one construction stage to another.
- B. Construction signs referring to daytime lane closures during working hours shall be removed or covered during non-working hours.
- C. When applicable the contractor shall coordinate all traffic control work on this project with adjoining or overlapping projects, including barricade placement necessary to provide a uniform traffic detour pattern. When directed by the Engineer, the contractor shall remove all Traffic Control Devices that were furnished, installed and maintained by contractor under this contract, and such devices shall remain the property of the contractor.
- D. The contractor shall ensure all Traffic Control Devices installed by contractor are operational 24 hours a day, including weekends and holidays. Provide additional inspections at regular intervals.
- E. When traveling in lanes open to public traffic, the contractor's vehicles shall always move with and not against or across the flow of traffic. These vehicles shall enter or leave work areas in a manner that will not be hazardous to, or interfere with, traffic and shall not park or stop except within designated work areas. Personal vehicles shall not park within the right of way except in specific areas designated by the Owner.
- F. Private driveways and parking areas shall be accessible at all times unless temporary closings are necessary for construction work and the Contractor has notified the affected individuals and has approval from them.
- G. If trenches are to remain open overnight, or for an extended period of time, contractor is to provide heavy duty cover plates to allow vehicles access.
- H. Delays to the contractor caused by complying with these requirements will be considered incidental to the item for traffic control and protection, and no additional compensation will be allowed.
- I. Where flaggers are required they are to be adequately trained and qualified for the job.

END OF SECTION 01 57 00

SECTION 01 60 00

PRODUCT REQUIREMENTS AND SELECTION

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Administrative and procedural requirements for Contractor’s selection of products.
- B. Related Sections: The following sections contain requirements that relate to this Section:
 - 1. Division 1 Section “Definitions and Explanations”, specifies the applicability of industry standards to products specified.
 - 2. Division 1 Section “Product Substitution Procedures”, specifies administrative procedures for handling requests for substitutions made after award of the Contract.

1.03 DEFINITIONS

- A. Definitions used in this section are not intended to change the meaning of other terms used in the Contract Documents, such as “specialties,” “systems,” “structure,” “finishes,” “accessories,” and similar terms. Such terms are self-explanatory and have well-recognized meanings in the construction industry.
 - 1. “Products” are items purchased for incorporation in the Work, whether purchased for the Project or taken from previously purchased stock. The term “product” includes the terms “material,” “equipment,” “system,” and terms of similar intent. “Named Products” are item identified by manufacturer’s product name, including make or model number or other designation, shown or listed in the manufacturer’s published product literature, that is current as of the date of the Contract Documents.
 - 2. “Materials” are products substantially shaped, cut, worked, mixed, finished, refined or otherwise fabricated, processed, or installed to form a part of the Work.
 - 3. “Equipment” is a product with operational parts, whether motorized or manually operated, that requires service connections, such as wiring or piping.

1.04 QUALITY ASSURANCE

- A. Source Limitations: To the fullest extent possible, provide products of the same kind from a single source.
 - 1. When specified products are available only from sources that do not, or cannot, produce a quantity adequate to complete Project requirements in a timely manner, consult with the Architect to determine the most important product qualities before proceeding. Qualities may include attributes, such as visual appearance, strength, durability, or compatibility. When a determination has been made, select products from sources producing products that possess these qualities, to the fullest extent possible.
- B. Compatibility of Options: When the Contractor is given the option of selecting between two (2) or more products for use on the Project, the product selected shall be compatible with products previously selected, even if previously selected products were also options.

- C. Name Plates: Except for required labels and operating date, do not attach or imprint manufacturer's or producer's nameplates or trademarks on exposed surfaces of products that will be exposed to view in occupied spaces or on the exterior.
 - 1. Labels: Locate required product labels and stamps on concealed surfaces or, where required for observation after installation, on accessible surfaces that are not conspicuous.
 - 2. Equipment Nameplates: Provide a permanent nameplate on each item of service-connected or power-operated equipment. Locate on an easily accessible surface that is inconspicuous in occupied spaces. The nameplate shall contain the following information and other essential operating data:
 - a. Name of product and manufacturer.
 - b. Model and serial number.
 - c. Capacity.
 - d. Speed.
 - e. Ratings.

PART 2 – PRODUCTS

2.01 PRODUCT SELECTION

- A. General Product Requirements: Provide products that comply with the Contract Documents, that are undamaged and, unless otherwise indicated, new at the time of installation.
 - 1. Provide products complete with accessories, trim, finish, safety guards, and other devices and details needed for a complete installation and the intended use and effect.
 - 2. Standard Products: Where available, provide standard products of types that have been produced and used successfully in similar situations on other projects.
 - 3. Product Selection Procedures: The Contract Documents and standards, codes and regulations govern product selection. Procedures governing product selection include the following:
 - a. Proprietary Specification Requirements: Where Specifications name only a single product or manufacturer, provide the product indicated. No substitutions will be permitted, except when the product is unavailable, and then the substitution must be under the terms provided in Specification Section 01 63 00 Product Substitution Procedures.
 - b. Descriptive Specification Requirements: Where Specifications described a product or assembly, listing exact characteristics required, with or without use of a brand or trade name, provide a product or assembly that provides the characteristics and otherwise complies with Contract requirements.
 - c. Performance Specification Requirements: Where Specifications require compliance with performance requirements, provide products that comply with these requirements and that are recommended by the manufacturer for the application indicated.
 - d. Manufacturer's recommendation may be contained in published product literature or by the manufacturer's certification of performance.
 - 4. Compliance with Standards, Codes, and Regulations: Where Specifications only require compliance with an imposed code, standard, or regulation, select a product that complies with the standards, codes, or regulations specified.
 - 5. Visual Matching: Where Specifications require matching an established sample, the Architect's decision will be final on whether a proposed product matches satisfactorily.
 - a. Where no product available within the specified category matches satisfactorily and complies with other specified requirements, comply with provisions of the Contract Documents concerning "Substitutions" for selection of a matching product in another product category.

6. Visual Selection: Where specified product requirements include the phrase "...as selected from manufacturer's standard colors, patterns, textures..." or a similar phrase, select a product and manufacturer that complies with other specified requirements. The Architect will select the color, pattern, and texture from the product line selected.
7. Contractor Option: Where several products or manufacturers are specified as being acceptable, Contractor has the option of choosing among these named.
8. Comparable or Equal: Where one or more products or manufacturers are specified by name and accompanied by the term "or approved equal," or "or equal", "equal to", or "comparable to", the Contractor may submit a request for substitution prior to bid in accordance with Specification Section 01 63 00 Product Substitution Procedures for any equivalent product or manufacturer that is not specifically named.

PART 3 – EXECUTION (NOT USED)

END OF SECTION 01 60 00

SECTION 01 63 00

PRODUCT SUBSTITUTION PROCEDURES

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Procedures for substitution requests during bidding.
 - 2. Substitution requests outside of bidding period.
 - 3. Product evaluations.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 PROCEDURES FOR SUBSTITUTION REQUESTS DURING BIDDING

- A. If Contractor wishes to use products different from those indicated in the Contract Documents, the Contractor shall make a written application as described herein. The burden of proving equality of proposed substitutions shall rest with the Contractor. **Substitution requests submitted directly by subcontractors or suppliers will NOT be considered.** Substitutions will not be considered for acceptance when acceptance will require substantial revision of Contract Documents.
- B. Except as described elsewhere herein, requests for substitution will be considered only during the bidding period. **Requests for substitutions must reach the office of the Architect by the deadline established in the Instructions to Bidders for the receipt of questions and interpretations.** Requests received by the Owner after this date will not be considered. Acceptable substitutions will be added to the Contract Documents by addendum; no verbal approvals will be valid.
- C. Contractor shall submit written request with complete data substantiating compliance of the proposed product with requirements of Contract Documents. Submit request to Architect on a standard form, with three (3) copies of each request and supporting data. Only one (1) request for each product will be considered. Include the following data with the request:
 - 1. Project name.
 - 2. Contractor name.
 - 3. Date of request.
 - 4. Identification of product by Specification reference.
 - 5. Complete data substantiating compliance of proposed substitution with requirements stated in Contract Documents:
 - a. Product identification, including manufacturer's name and address.
 - b. Manufacturer's literature; identify:
 - 1) Product description.
 - 2) Reference standards.
 - 3) Performance and test data.
 - 4) Manufacturer's recommendations for use and installation.

- 5) Dimensions and space requirements.
 - c. Samples, as applicable.
 - d. Drawings, as applicable.
 - e. Name and address of similar projects on which product has been used, and date of each installation.
 - f. Reports from independent testing laboratories, verified experience records from previous users and other printed or written information valid in the circumstances will be considered.
6. **Provide an itemized comparison between proposed substitution and product specified; list all variations AND a detailed explanation of how the proposed product meets or exceeds the requirements of the specifications. Website addresses are NOT and acceptable means of compliance with this requirement. Neither the Owner nor the Architect will perform ANY research in connection with product substitutions. It is the responsibility of the proposer to demonstrate full compliance with these specifications and basis of design products.**
- 7. Net amount of change in Contract Sum (if applicable).
 - 8. Information on any changes caused in construction schedule.
 - 9. Description of any changes that will be required in other work or products if substitute product is accepted.
 - 10. Designation of availability of maintenance services and sources of replacement materials.

NOTE: SUBMISSIONS THAT DO NOT INCLUDE ALL INFORMATION WILL BE DEEMED INCOMPLETE AND NOT CONSIDERED.

- D. Architect's determination of acceptability of proposed submissions will be made based only on data submitted. In accepting a substitution, the Architect does not warrant that the product meets all express requirements of the Contract Documents. The approved substitution is subject to the same subsequent review and approval procedures as the products originally specified.
- E. Contractor shall coordinate all required components and accessories required to make any substitution complete and operable as intended by the basis of design product indicated in the Contract Documents including all work required for installation of accepted substitutions with interfacing work. The Contractor shall bear any and all design costs required to make approved changes in the Work to properly incorporate substitutions. The Contractor shall waive all claims for time and additional costs related to use of acceptable substitutions which become apparent following acceptance, including electrical, structural, mechanical, and plumbing requirements associated with the proposed substitution.
- F. Substitute products shall not be ordered or installed without written acceptance by the Architect. Unless substitutions are received and approved as described above, the Contractor shall be responsible for furnishing materials or products in accordance with the Contract Documents.

3.02 SUBSTITUTION REQUESTS OUTSIDE OF BIDDING PERIOD

- A. Substitutions will not be considered between the bid date and award of the Contract.
- B. In the event that specified items cannot be delivered to the Project site and incorporated into the Work at such times and in such quantities as to cause no delay, provided timely orders are placed, then Contractor may request a substitution in the manner described in this section. Should the accepted substitution provide a cost savings, the contract sum will be adjusted by Supplemental Agreement with Owner receiving the benefit of the net

savings. No increase in the Contract Sum will be allowed on substitutions made after the receipt of bid except where the Contractor can verify a timely placement of orders appropriate to the materials and conditions involved. Contractor's inability to obtain specified items due to failure to place timely orders will not be considered reason for authorizing substitutions. Also substitutions will not be considered when they are indicated or implied on shop Drawings or product data submitting without a separate written request.

- C. A substitution also may be considered after contract award when the proposed substitution provides a **definitive reduction in the Contract Sum**. Submittal and consideration of said substitutions shall be at the direction and discretion of the Owner. The process for review of such substitutions will be as described in this section.

3.03 PRODUCT EVALUATIONS

- A. In making a formal request for a substitution the Contractor represents that:
 - 1. They have investigated the proposed product and has determined that it is equal to or superior in all respects to that specified.
 - 2. They shall provide the same warranties for substitutions as for product specified.
 - 3. They shall be responsible for determining that materials requested for substitution are free of known hazardous substances.
 - 4. They shall coordinate installation of accepted substitution into the Work, and will make such changes as may be required for the Work to be completed in all respects.

END OF SECTION 01 63 00

SECTION 01 65 00

MATERIAL AND EQUIPMENT HANDLING AND STORAGE

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Procedures for transportation and handling.
 - 2. Procedures for delivery and receiving.
 - 3. Procedures for storage.

1.03 DESCRIPTION

- A. Requirements of this Section are general in nature. Refer to individual sections of the Specifications for additional, specific requirements.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 PROCEDURES FOR TRANSPORTATION AND HANDLING

- A. Require suppliers to deliver manufactured Products to Project site in manufacturers' original packaging with labels and seals intact. Labels shall indicate manufacturer, product name, application instructions and fire resistive classifications.
- B. Require suppliers to package products and materials in a manner that will protect them from damage during shipping, handling and storage. Arrange to transport products and materials by methods that avoid damage.

3.02 PROCEDURES FOR DELIVERY AND RECEIVING

- A. Provide labor and equipment adequate to handle delivery of products and materials by methods that prevent damage. Provide additional protection as necessary during handling to prevent damage to products and packaging. Lift large and heavy components at designated lift points only.
- B. Schedule deliveries to minimize long-term storage at the Project site and prevent overcrowding of construction spaces. Coordinate deliveries with installation time to ensure minimum holding time for items that are flammable, hazardous, easily damaged or sensitive to deterioration, theft and other losses.
- C. Promptly inspect all materials and products upon delivery to ensure proper material, color, type and quantity, and to ensure that materials are undamaged and properly protected. Verify compliance with requirements of Contract Documents and approved submittals.
- D. Clearly mark partial deliveries to identify contents, permit easy accumulation of entire delivery and facilitate assembly.

3.03 PROCEDURES FOR STORAGE

- A. Store materials and equipment in a safe and protected manner. Observe manufacturer's recommendations for positioning, separation and ventilation, as applicable.
- B. Store materials at the Project site in a manner that will facilitate inspection, measurement, or counting of units. Store unpacked or loose products on shelves, in bins, or in neat groupings of like items.
- C. Where materials are required to be stored in protected conditioned environments, maintain temperatures and humidity within ranges required by manufacturer's instructions unless otherwise specified.
- D. Store heavy materials in manner that will not endanger supporting construction.
- E. Prevent corrosion, soiling, damage, deterioration, or breakage of materials or contact with deleterious materials.
- F. Deliver finish materials only to enclosed and conditioned spaces and where adequate indoor storage facilities are available.
- G. Store and handle paints and similar products subject to spillage in areas where spills will not deface finished surfaces or other work.
- H. Flammable or Hazardous Materials:
 - 1. Store minimum quantities in protected areas.
 - 2. Provide appropriate type fire extinguisher near said storage areas.
 - 3. Observe manufacturer's precautions and applicable ordinances and regulations.
 - 4. Flammable and Hazardous Materials shall not be stored inside the building.
- I. Comply with manufacturer's product data in all aspects of basic material storage, usage, handling, and installation, except where more stringent requirements are specified.
- J. Provide Material Safety and Data (MSDS) Sheets for all items, materials and products as required by laws, rules, regulations, ordinances or codes.

END OF SECTION 01 65 00

SECTION 01 70 00

CONTRACT CLOSEOUT

PART 1 – GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes administrative and procedural requirements for contract closeout including, but not limited to, the following:
 - 1. Inspection procedures.
 - 2. Project record document submittal.
 - 3. Operation and maintenance manual submittal.
 - 4. Submittal of warranties.
 - 5. Final cleaning.
- B. Closeout requirements for specific construction activities are included in the appropriate Sections in Divisions 2 through 33.

1.3 SUBSTANTIAL COMPLETION

- A. Preliminary Procedures: Before requesting inspection for certification of Substantial Completion, complete the following. List exceptions in the request.
 - 1. In the Application for Payment that coincides with, or first follows, the date Substantial Completion is claimed, show percent completion for the portion of the Work claimed as substantially complete.
 - a. Include supporting documentation for completion as indicated in these Contract Documents and a statement showing an accounting of changes to the Contract Sum.
 - b. If 100 percent completion cannot be shown, include a list of incomplete items, the value of incomplete construction, and reasons the Work is not complete.
 - 2. Advise the Owner of pending insurance changeover requirements.
 - 3. Submit specific warranties, workmanship bonds, maintenance agreements, final certifications, and similar documents.
 - 4. Obtain and submit releases enabling the Owner unrestricted use of the Work and access to services and utilities. Include occupancy permits, operating certificates, and similar releases.
 - 5. Deliver tools, spare parts, extra stock, and similar items.
 - 6. Make final changeover of permanent locks and transmit keys to the Owner with a written acceptance letter from the Owner and copied to the Architect. Advise the Owner's personnel of changeover in security provisions.
 - 7. Complete startup testing of systems and instruction of the Owner's operation and maintenance personnel. Upon completion of Owner system operation instructions list the systems instructed on a letter form and have the Owner sign the written acceptance letter and copy the Architect on executed document. Discontinue and remove temporary facilities from the site, along with mockups, construction tools, and similar elements.

- B. Substantial Completion Walk-Through Procedures: The Contractor shall submit a punch list performed by the project superintendent for review by the Architect. On receipt of a request for substantial completion walk through, the Architect will either schedule the walk through or advise the Contractor of unfilled contract requirements to perform the walk through. The Architect will prepare the Certificate of Substantial Completion following inspection or advise the Contractor of construction that must be completed or corrected before the certificate will be issued.
- C. Should status of completion of Work require re-inspection by Architect/Engineer due to failure of Work to comply with Contractor's claims on initial inspection, Owner will deduct the amount of Architect/Engineer compensation for re-inspection services from final payment to Contractor.

1.4 FINAL ACCEPTANCE

- A. Preliminary Procedures: Before requesting final inspection for certification of final acceptance and final payment, complete the following. List exceptions in the request.
 - 1. Submit the final payment request with releases and supporting documentation not previously submitted and accepted. Include insurance certificates for products and completed operations where required.
 - 2. Submit an updated final statement, accounting for final additional changes to the Contract Sum.
 - 3. Submit a certified copy of the Architect's final inspection list of items to be completed or corrected, endorsed and dated by the Architect. The certified copy of the list shall state that each item has been completed or otherwise resolved for acceptance and shall be endorsed and dated by the Architect.
 - 4. Submit final meter readings for utilities, a measured record of stored fuel, and similar data as of the date of Substantial Completion or when the Owner took possession of and assumed responsibility for corresponding elements of the Work.
 - 5. Submit consent of surety to final payment.
 - 6. Submit evidence of final, continuing insurance coverage complying with insurance requirements.
 - 7. Submit Record Documents in accordance with this section.
 - 8. Submit Operations and Maintenance Manuals in accordance with this section.
 - 9. Submit Warranty Manual in accordance with Section 01 74 00.
- B. Re-inspection Procedure: Should status of completion of Work require re-inspection by Architect/Engineer due to failure of Work to comply with Contractor's claims for final inspection, Owner will deduct the amount of Architect/engineer compensation for re-inspection services from final payment to Contractor.

1.5 RECORD DOCUMENT GENERAL REQUIREMENTS

- A. In addition to requirements in General Conditions, Maintain at the site for Owner, two record copies of:
 - 1. Contract Drawings.
 - 2. Specifications.
 - 3. Addenda.
 - 4. Change Orders and other modifications to the Contract.
 - 5. Approved shop drawings, product data, and samples.
 - 6. Field test records.
 - 7. Inspection certificates.
 - 8. Manufacturer's certificates.

- B. Store Record Documents and samples in Field Office apart from documents used for construction. Provide files, racks, and secure storage for Record Documents and samples.
- C. Label and file Record Documents and samples in accordance with Section number listings in Table of Contents of this Project Manual. Label each document "PROJECT RECORD" in neat, large, printed letters.
- D. Maintain Record Documents in a clean, dry and legible condition. Do not use Record Documents for construction purposes.
- E. Keep Record Documents and samples available for inspection by Architect/Engineer.

1.6 RECORDING PROCEDURES FOR RECORD DOCUMENTS

- A. Record information on a set of black line bond paper drawings, and in a copy of a Project Manual. Label each sheet of the Project Record Drawings in the lower right corner with the neatly printed or stamped words "Project Record Drawings."

One (1) set of Contract Documents and Drawings will remain clean without mark-up for record purposes. Contractor shall use the additional set for marking measurements, on-site changes, items of construction that are actually used, and other conditions as they are encountered during the course of the Work. This marked-up set of Contract Documents and Drawings shall consist of red-lined copies of plans and shop drawings, shall indicate actual field dimensions, shall represent the work as actually constructed, and shall be recorded on a daily basis. Failure to produce these records on request of Architect or Owner shall constitute grounds to hold construction progress payments until steps are taken to see that these records are being properly made. This marked up set may be one (1) of the three (3) required as part of Final Inspection procedures.

- B. Provide felt tip marking pens, maintaining separate colors for each major system, for recording information.
 - 1. The Construction Manager shall provide colored pencils for marking record copies of Contract Drawings and Specifications. Use a different colored pencil for each of the following:
 - a. Architectural Work Red
 - b. Plumbing Work Green
 - c. HVAC Work Blue
 - d. Electrical Work Orange
 - e. Other written notations Brown
 - 2. Establish a color code denoting what trade will use what color, and show this on a schedule on the front sheet of the "PROJECT RECORD DOCUMENTS."
- C. Record information concurrently with construction progress. Do not conceal any work until required information is recorded.
- D. Contract Drawings and Shop Drawings: Legibly mark each item to record actual construction, including:
 - 1. Measured depths of elements of foundation in relation to finish first floor datum.

2. Measured horizontal and vertical locations of underground utilities and appurtenances, referenced to permanent surface improvements.
3. Measured locations of internal utilities and appurtenances concealed in construction, referenced to visible and accessible features of construction.
4. Field changes of dimension and detail.
5. Changes made by Modifications.
6. Details not on original Contract Drawings.
7. References to related shop drawings and Modifications.

1.7 RECORD DOCUMENT SUBMITTALS

- A. Prior to submittal of final three (3) copies of record drawings and shop drawing manuals, General Contractor shall submit preliminary versions of each to the Architect for review. **This submittal must occur ten (10) days prior to Substantial Completion.** Contractor must receive comments from Architect prior to assembling final copies of manual.
- B. **Prior or concurrent to final construction inspection**, Contractor shall furnish to Architect three (3) neatly marked sets of construction plans three (3) copies of which accurately depict the conditions and records all changes made during construction. Architect shall promptly notify Contractor in writing if additional information is required.
- C. Shop Drawing Manuals: Organize shop drawing data into suitable sets of manageable size. Organize and divide shop drawings in sequential order as outlined by the project manual Table of Contents. Bind properly indexed data in individual, heavy-duty, 2-inch (51-mm), 3-ring, vinyl-covered binders, tabs and pocket folders for folded sheet information. Mark appropriate identification on front and spine of each binder.

1.8 OPERATION AND MAINTENANCE MANUALS – GENERAL

- A. **Prior to substantial completion inspection**, compile product data and related information appropriate for Owner's maintenance and operation of products furnished under work of this contract. Provide three (3) copies of this information to assemble into three (3) reference manuals.
- B. Binders: Commercial quality, 8-1/2 x 11 inch three-ring binders with hardback, cleanable, plastic covers; one inch maximum ring size. Bind properly indexed data in individual, heavy-duty, 2-inch, 3-ring, vinyl-covered binders, tabs and pocket folders for folded sheet information. Mark appropriate identification on front and spine of each binder. When multiple binders are used, correlate data into related consistent groupings.
- C. Cover: Identify each binder with typed or printed title OPERATION AND MAINTENANCE INSTRUCTIONS; list title of Project; identify subject matter of contents.
- D. Arrange content by systems under section numbers and sequence of Table of Contents of this Project Manual.
- E. Provide tabbed fly leaf for each separate product and system, with typed description of product and major component parts of equipment.
- F. Text: Manufacturer's printed data, or typewritten data on 24 pound paper.
- G. Drawings: Provide with reinforced punched binder tab. Bind in with text; fold larger drawings to size of text pages.

1.9 CONTENTS – OPERATIONS AND MAINTENANCE MANUALS

- A. Table of Contents: Provide title of Project; names, addresses, and telephone numbers of Architect/Engineer, subconsultants, and Contractor with name of responsible parties; schedule of products and systems, indexed to content of the volume.
- B. For Each Product or System: List names, addresses and telephone numbers of Subcontractors and suppliers, including local source of supplies and replacement parts.
- C. Product Data: Mark each sheet to clearly identify specific products and component parts, and data applicable to installation. Delete inapplicable information.
- D. Drawings: Supplement product data to illustrate relations of component parts of equipment and systems, to show control and flow diagrams. Do not use Project Record Documents as maintenance drawings.
- E. Type Text: As required to supplement product data. Provide logical sequence of instructions for each procedure, incorporating manufacturer's instructions.
- F. Warranties and Bonds: Bind in additional copy of each as specified in Section 01740.

1.10 SECTIONS FOR MATERIALS AND FINISHES

- A. As part of O&M manual, provide tabbed sections for materials and finishes. Organize sections according to project manual Table of Contents.
- B. Building Products, Applied Materials, and Finishes: Include product data, with catalog number, size, composition, and color and texture designations. Provide information for re-ordering custom manufactured products.
- C. Instructions for Care and Maintenance: Include manufacturer's recommendations for cleaning agents and methods, precautions against detrimental agents and methods, and recommended schedule for cleaning and maintenance.
- D. Moisture Protection and Weather Exposed Products: Include product data listing applicable reference standards, chemical composition, and details of installation. Provide recommendations for inspections, maintenance, and repair.
- E. Additional Requirements: As specified in individual product specification Sections.

1.11 SECTIONS FOR EQUIPMENT AND SYSTEMS

- A. As part of O&M manual, provide individually tabbed sections for equipment and systems. Organize sections according to project manual Table of Contents.
- B. Each Item of Equipment and Each System: Include description of unit or system, and component parts. Identify function, normal operating characteristics, and limiting conditions. Include performance curves, with engineering data and tests, and complete nomenclature and commercial number of replaceable parts.
- C. Panelboard Circuit Directories: Provide electrical service characteristics, controls and communications.
- D. Include color-coded wiring diagrams as installed.

- E. Written Operating Procedures: Include start-up, break-in, and routine normal operating instructions and sequences. Include regulation, control, stopping, shut-down, and emergency instructions. Include summer, winter, and any special operating instructions.
- F. Written Maintenance Requirements: Include routine procedures and guide for trouble-shooting; disassembly, repair, and reassembly instructions; and alignment, adjusting, balancing, and checking instructions.
- G. Provide servicing and lubrication schedule, and list of lubricants required.
- H. Include manufacturer's printed operation and maintenance instructions.
- I. Include sequence of operation by controls manufacturer.
- J. Provide original manufacturer's parts list, illustrations, assembly drawings, and diagrams required for maintenance.
- K. Provide control diagrams by controls manufacturer as installed.
- L. Provide Contractor's coordination drawings, with color-coded piping diagrams as installed.
- M. Provide charts of valve tag numbers, with location and function of each valve, keyed to flow and control diagrams.
- N. Provide list of original manufacturer's spare parts, current prices, and recommended quantities to be maintained in storage.
- O. Additional Requirements: As specified in individual product specification Sections.

PART 2 – PRODUCTS (Not Applicable)

PART 3 – EXECUTION

3.1 CLOSEOUT PROCEDURES

- A. Operation and Maintenance Instructions: Arrange for each Installer of equipment that requires regular maintenance to meet with the Owner's personnel to provide instruction in proper operation and maintenance. Provide instruction by manufacturer's representatives if installers are not experienced in operation and maintenance procedures. Include a detailed review of the following items:
 - 1. Maintenance manuals.
 - 2. Record documents.
 - 3. Spare parts and materials.
 - 4. Tools.
 - 5. Lubricants.
 - 6. Fuels.
 - 7. Identification systems.
 - 8. Control sequences.
 - 9. Hazards.
 - 10. Cleaning.
 - 11. Warranties and bonds.
 - 12. Maintenance agreements and similar continuing commitments.

B. As part of instruction for operating equipment, demonstrate the following procedures:

1. Startup.
2. Shutdown.
3. Emergency operations.
4. Noise and vibration adjustments.
5. Safety procedures.
6. Economy and efficiency adjustments.
7. Effective energy utilization.

3.2 FINAL CLEANING

A. General: The General Conditions require general cleaning during construction. Regular site cleaning is included in Division 1 Section "Temporary Construction & Facilities Controls."

B. Cleaning: Employ experienced workers or professional cleaners for final cleaning. Clean each surface or unit to the condition expected in a normal, commercial building cleaning and maintenance program. Comply with manufacturer's instructions.

1. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion.
 - a. Remove labels that are not permanent labels.
 - b. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other substances that are noticeable vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials.
 - c. Clean exposed exterior and interior hard-surfaced finishes to a dust-free condition, free of stains, films, and similar foreign substances. Restore reflective surfaces to their original condition.
 - d. Wipe surfaces of mechanical and electrical equipment. Remove excess lubrication and other substances. Clean plumbing fixtures to a sanitary condition. Clean light fixtures and lamps.
 - e. Clean the site, including landscape development areas, of rubbish, litter, and other foreign substances. Sweep paved areas broom clean; remove stains, spills, and other foreign deposits. Rake grounds that are neither paved nor planted to a smooth, even-textured surface.
 - f. Prior to Substantial Completion of Work, or some designated portion thereof acceptable to Owner, perform cleaning of visually exposed materials, fixtures, equipment and finished surfaces.
 - g. Remove labels, tags, stickers and unauthorized identification markings from finished surfaces.
 1. Do not remove permanently affixed nameplates, instructions, markings, Underwriters Laboratories labels and approval stickers, Factory Mutual approved stickers and other identifying markings required by federal, state and local codes, ordinances and regulations.
 - h. Remove broken, chipped and defective glass; remove stains, spots, marks, paint smears; dirt and foreign materials; clean and polish exterior and interior glass; clean and polish mirrors.
 - i. Remove temporary protective coatings, tapes and films from finished aluminum surfaces and ornamental metal surfaces, clean and polish aluminum and ornamental metal in compliance with manufacturer's instructions.
 - j. Remove paint smears, spots, marks, dirt, mud and dust from exposed interior and exterior finished surfaces.

- k. Clean and polish finished hardware; remove marks, stains, scratches and blemishes.
 - l. Sweep concrete floors not less than broom clean; vacuum where necessary to remove excessive dust; thoroughly clean other hard surfaced floors.
 - 1. Remove mortar droppings, joint compound, plaster and cementitious material droppings from floors prior to final cleaning.
 - m. Sweep exterior paved surfaces broom clean; rake clean unpaved surfaces.
 - n. Thoroughly clean all items of mechanical and electrical equipment; remove excess oils and grease from exposed surfaces.
 - 1. Clean permanent filters and replace disposable filters if ventilating units were operated during construction.
 - 2. Clean ducts, blowers and coils if units were operated without filters during construction.
 - o. Vacuum clean carpeted and similar soft surfaces.
- C. Removal of Protection: Remove temporary protection and facilities installed for protection of the Work during construction.
- D. Compliance: Comply with regulations of authorities having jurisdiction and safety standards for cleaning. Do not burn waste materials. Do not bury debris or excess materials on the Owner's property. Do not discharge volatile, harmful, or dangerous materials into drainage systems. Remove waste materials from the site and dispose of lawfully.
- 1. Where extra materials of value remain after completion of associated Work, they become the Owner's property. Dispose of these materials as directed by the Owner.

PROJECT CLOSE OUT

CHECK-OFF LIST

PROJECT NAME _____

PROJECT NUMBER _____

<u>DOCUMENT**</u>	<u>NO. OF COPIES</u>	<u>DATE RECEIVED</u>
Contractors Warranty	_____	_____
Statutory Affidavit	_____	_____
Non-Influence Affidavit	_____	_____
Consent of Surety to Final Payment	_____	_____
Contractors Affidavit - Release of Liens	_____	_____
Other as specified - (Fill in):	_____	_____

MAINTENANCE MANUALS & EQUIPMENT BROCHURES**

Test and Balance Reports	_____	_____
Wiring and Controls Diagrams for Equipment	_____	_____
Other as specified - (Fill in):	_____	_____

**Where Applicable by Specification

Oconee County Eagle Tavern & Central School House Foundation
Watkinsville, Georgia

_____, Contractor for the above-referenced project, and the Oconee County Board of Commissioners, Owner, hereby certify that "as-built" drawings for the above-referenced project have been prepared by the Contractor and provided to the Owner. The Owner and Contractor further certify that the Contractor has provided the Owner with all maintenance and operation instructions, and product warranties, and that the Owner, or Owner's representative has been trained in the maintenance and operations of the systems installed.

The Owner and the Contractor understand that the Contractor's warranty for the project begins on the date of substantial completion and remains in effect for a period of one (1) year. The Owner understands that he/she shall direct warranty concerns to the Contractor, during this warranty period and to the product manufacturers for warranties beyond this time period.

If the Contractor, after notice, fails to proceed within seven (7) days to comply with the terms of the guarantee, the Owner may have the defects corrected and the Contractor and their surety shall be liable for all expenses incurred.

Contractor Date

Oconee County Board of Commissioners Date

Precision Planning, Inc. Date

NON-INFLUENCE AFFIDAVIT

CITY OF _____

STATE OF _____

I do solemnly swear on my oath that as to the contract dated _____, 20_____,
between _____ and the

I have no knowledge of the exertion of any influence or the attempted exertion of any influence on the firm on behalf of which this affidavit is made in any way, manner, or form in the purchase of materials, equipment, or other items involved in construction, manufacturer, or employment of labor under the aforesaid contract by any employee, officer, or agent of _____, or any person connected with the State Government of Georgia in any way whatsoever.

This _____ day of _____, 20____.

Signature

Title

Firm

CITY OF _____

STATE OF _____

Personally before me, the undersigned authority, appeared _____,
who is known to me to be an official of the firm of _____, who,
after being duly sworn, stated on their oath that they had read the above statement and that the same is true and correct.

Notary Public

My commission expires _____

This _____ day of _____, 20____.

STATUTORY AFFIDAVIT

CITY OF: _____

STATE OF: _____

FROM: _____

(Contractor)

TO: _____

(Owner)

RE: Contract entered into the _____ day of _____, 20____, between the above-mentioned parties for the construction of a _____ at _____

KNOW ALL MEN BY THESE PRESENTS:

1. The undersigned hereby certifies that all work required under the above contract has been performed in accordance with the terms thereof, that all materialmen, subcontractors, mechanics, and laborers have been paid and satisfied in full, and that there are no outstanding claims of any character [including disputed claims or any claims to which the contractor has or will assert any defense] arising out of the performance of the contract which have not been paid and satisfied in full except as listed herein below:

2. The undersigned further certifies that to the best of his knowledge and belief there are no unsatisfied claims for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of the performance of the contract, or any suits or claims for any other damage of any kind, nature, or description which might constitute a lien upon the property of the owner.

3. The undersigned makes this affidavit as provided by law and for the purpose of receiving final payment in full settlement of all claims against the owner arising under or by virtue of the contract, and acceptance of such payment is acknowledged as a release of the owner from any and all claims arising under or by virtue of the contract.

This _____ day of _____, 20____

Signature

Title

Firm

CITY OF _____

STATE OF _____

Personally before me, the undersigned authority, appeared _____, who is known to me to be an official of the firm of _____, who, after being duly sworn, stated on his oath that he had read the above statement and that the same it true and correct.

Notary Public
My commission expires _____

This _____ day of _____, 20____

END OF SECTION 01 70 00

SECTION 01 73 00

CONSTRUCTION EXECUTION

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. General examination requirements.
 - 2. General installation procedures and requirements
 - 3. Installation requirements for building components.
 - 4. Hot work permit and Safety Requirements
 - 5. Safety precautions and requirements

1.03 DEFINITIONS

- A. Concealed Spaces: Spaces not accessible after completion of construction.
- B. Damage: Any sort of deterioration whether due to weather, normal wear and tear, accident, or abuse; resulting in soiling, marring, breakage, corrosion, rotting or impairment of function.
- C. Debris: Rubbish, waste materials, litter, volatile wastes, and similar materials.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 GENERAL EXAMINATION REQUIREMENTS

- A. Prior to performing work, examine the applicable substrates and the conditions under which the work is to be performed. If unsafe or otherwise unsatisfactory conditions are encountered, take corrective action before proceeding.
- B. Contractor shall be responsible for verifying and obtaining proper substrate conditions, tolerances and material alignments to receive applied or attached materials and construction.
- C. Conditions that could have been discovered by examination of Project site and Drawings will not be allowed as cause for claims for extra work. In particular, these conditions include:
 - 1. Underground utilities.
 - 2. Existing facilities, structures and appurtenances, on the site of the Project with which the Contractor must coordinate during construction and that can be reasonably discerned.
 - 3. Space requirements of items shown diagrammatically on Drawings.
 - 4. Limitations on transport and storage of materials and equipment.
 - 5. Locations of points of connections to utilities.

3.02 GENERAL PREPARATION REQUIREMENTS

- A. Take field measurements as required to fit work properly and recheck measurements prior to installing each product. Notify Architect promptly of any discrepancy in dimensions between Drawings and field measurements that will affect a current or anticipated installation.

3.03 WORKING TIMES

- A. The basic hours of work for the Contractor shall be 7:30 a.m. through 5:00 p.m., Monday through Friday. No work will be allowed outside of these hours unless scheduled in advance. The Contractor shall notify the Owner in advance for scheduling off-hours work.

3.03 GENERAL INSTALLATION PROCEDURES

- A. All construction shall be in accordance with all applicable federal, state, and local codes and regulations.
- B. Accurately locate the work and components of the work; make vertical work plumb; make horizontal work level. Align materials to give smooth uniform surface planes within specified tolerances.
- C. The Contractor is responsible for all temporary construction, phasing, scheduling, material deliveries, and other items that affect the sequence of construction or scheduling of the Project and shall coordinate with the Owner's facility operations.
- D. Shut down of some utilities will be required in order to construct this Project. These shut down activities may need to be performed after business hours and are to be coordinated with the Owner in advance.
- E. All mechanical, electrical and plumbing sub-contractors shall submit affidavits for each building permit to the building permits section at least two (2) days before requesting inspections. Affidavit forms are available at building permits department.
- F. The Contractor shall verify location of existing utilities before commencing work, and care shall be taken to protect all utilities which are to remain.
- G. Where space is limited, install components to maximize space available for maintenance and to maximize ease of removal for replacement.
- H. Install work in such manner and sequence as to preclude cutting and patching wherever possible.
- I. Install products only at the time and sequence, and under the environmental conditions that will insure best possible results.
- J. In finished areas, conceal pipes, ducts, and wiring within construction, unless otherwise indicated.

3.04 INSTALLATION OF COMPONENTS

- A. Install all products in accordance with manufacturer's instructions and recommendations, whether conveyed in the Contract Documents or not.
- B. Where mounting heights are not indicated, and there is no guidance for mounting, obtain Architect's instructions before proceeding.
- C. Separate incompatible materials with suitable materials or spacing. Prevent cathodic corrosion.
- D. Provide all anchors and fasteners required and use methods necessary to securely fasten work. In assemblies and installation, allow for thermal expansion and contraction, and for building movement.
- E. After installation, adjust operating components to provide for proper operation.
- F. The site shall remain secured for the duration of the Project.

3.05 CLEANING AND PROTECTION OF INSTALLATIONS

- A. Keep the work site free of waste materials and debris; remove such waste periodically. Maintain level of cleanliness necessary for proper execution of the work. Where dust would impair execution of work, broom clean the entire area and keep clean.
- B. Remove debris from concealed space prior to enclosing space.
- C. Keep installed work clean, and clean again when soiled by other operations. Protect installed work from damage.
 - 1. Provide protective coverings for work that may be damaged by subsequent operations. Where heavy abuse is expected, use minimum of plywood for protection.
 - 2. Maintain protective coverings until Date of Substantial Completion.

3.06 SAFETY PRECAUTIONS AND REQUIREMENTS

- A. Take precautions to prevent fires and to facilitate fire-fighting operations.
 - 1. Store flammable materials in non-combustible containers, store away from potential fire sources; remove flammable waste regularly; provide adequate ventilation when using flammable or explosive substances.
 - 2. Carefully supervise the operation of potential fire sources including on-site welding and cutting.
 - 3. Keep temporary and permanent fire fighting facilities readily accessible; keep fire fighting routes open.
- B. Take precautions to prevent accidents due to physical hazards.
 - 1. Provide barricades, signs and warning lights as required to protect personnel and public from hazards and inform them thereof. Barricades and temporary safety railings shall comply with applicable safety regulations.
 - 2. Provide and require use of safety equipment, clothing and accessories as required by the construction activity and applicable safety regulations. This is a hard hat job; protective headgear must be worn at all times in the construction period.

- C. Take precautions to prevent pollution of air, water and soil.
 - 1. Comply with government regulatory requirements for disposal of waste.
 - 2. Do not dispose of volatile wastes such as petroleum products or other chemicals in storm or sanitary drains or on the grounds surrounding the Project site.
 - 3. Do not handle or dispose of waste materials, debris, cleaning compounds or other chemicals in a manner that will be harmful to plant life on grounds adjacent to the Project site.
 - 4. Comply with regulations and authorities having jurisdiction over safety and environmental standards affecting the Project.
 - 5. Special care shall be taken to prevent newly constructed building phases from dust, mud or other material that may soil or stain the finished building materials.

- D. Take precautions not to allow noxious fumes, gases, or excessive amounts of dust to leave the work area. Notify the Owner at least 24 hours in advance of any scheduled activities that might lead to such emissions.

- E. Provide temporary supports and construction as required to prevent movement, collapse, or structural failure of the building, site work or any elements thereof.

END OF SECTION 01 73 00

SECTION 01 73 50

CUTTING AND PATCHING

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and other general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Description
 - 2. Submittals
 - 3. Materials
 - 4. Examination prior to implementation
 - 5. Preparation
 - 6. Workmanship
 - 7. Cutting
 - 8. Patching
 - 9. Cleaning

1.03 DESCRIPTION

- A. Contractor shall be responsible for cutting, fitting and patching required to complete the Work including the following:
 - 1. Making parts fit together properly.
 - 2. Uncovering portions of the Work to provide for installation of ill-timed work or to accommodate inspections as required.
 - 3. Removing and replacing defective work or work not conforming to requirements of Contract Documents.
 - 4. Removing samples of installed work as specified for testing.
- B. Costs incurred for ill-timed work or uncovering of work shall include costs for services of Owner's consultants.

1.04 SUBMITTALS

- A. Prior to cutting and patching of work in place, the Contractor shall submit a written proposal to the Architect. This proposal shall be submitted at least three (3) days in advance of performing any cutting or alterations and shall meet the requirements set forth in this section.
 - 1. The written proposal must be submitted in advance of any cutting that affects the following:
 - a. Work of Owner or any separate contract.
 - b. Structural elements of the Project.
 - c. Integrity or effectiveness of weather-exposed or waterproofed or moisture-resistant elements and systems.
 - d. Life expectancy, maintenance, efficiency or safety of operational elements.
 - e. Aesthetic qualities of visually exposed elements.

2. The Contractor shall include the following information in the proposal:
 - a. Identification of Project.
 - b. Description of affected work.
 - c. Extent of cutting and patching and how it is to be performed; indication of why it cannot be avoided.
 - d. Anticipated results in terms of changes to construction; including changes to other significant visual elements.
 - e. Products proposed for use.
 - f. Firms or entities that will perform the work.
 - g. Utilities that will be disturbed or affected, including those that will be relocated and those that will be temporarily out-of-service. Indicate how long service will be disrupted.
 - h. Alternate methods, if applicable.
 - i. Dates and times when cutting and patching work is to be performed.
 3. Should conditions of the work or the schedule indicate a change of products from the original installation, Contractor shall submit a request for substitution as specified in Specification Section 01 63 00 Product Substitution Procedures.
- B. Approval by the Architect to proceed with cutting and patching does not waive the Architect's right to later require complete removal and replacement of a part of the Work found to be unsatisfactory.

PART 2 – PRODUCTS

2.01 MATERIALS

- A. Materials for patching and replacement of work removed: Comply with Specification Sections for type of work to be performed. Use materials identical to original installed materials. If identical materials cannot be used where exposed surfaces are involved, use materials that match original adjacent surfaces to the fullest extent possible with regard to visual effect. Use materials whose installed performance will equal or surpass that of original materials installed.

PART 3 – EXECUTION

3.01 EXAMINATION

- A. Prior to proceeding with work, examine Project conditions and surfaces to receive work including elements subject to damage or movement during cutting and patching operations. Take corrective action if unsafe or unsatisfactory conditions are encountered or anticipated.
- B. After cutting, uncovering or removing, inspect conditions affecting installation of products or performance of further work. If unsatisfactory or questionable conditions are encountered, report such conditions in writing to Architect and do not proceed with work until Architect has provided further instructions.

3.02 PREPARATION

- A. Temporary Supports: Provide adequate temporary supports for work to be cut and as necessary to insure the structural integrity of the affected portion of the work.

- B. Protection:
 - 1. Protect adjacent construction during cutting and patching work to prevent damage. Provide all materials, devices and methods as required to protect work and adjacent surfaces.
 - 2. Take precautions necessary to avoid cutting operable pipes, conduits or ductwork serving the building including those scheduled to be removed or relocated until provisions have been made to bypass them.
 - 3. Protect portions of the work that may be exposed to the elements by cutting and patching.

3.03 WORKMANSHIP

- A. Employ skilled workers to perform cutting and patching work. To the greatest extent possible, retain installers or fabricators to perform cutting and patching work, especially for visually exposed finished surfaces and weather-exposed, waterproofed or moisture resistant elements.
- B. Perform demolition and cutting work by methods that will not damage adjacent construction and will provide proper surfaces for patching work.
- C. Execute work, by methods which will prevent settlement or damage to other work.
- D. Elements of a structural or supporting nature, including those which are concealed and exposed after removal of work for repairs or patching, shall be inspected and the Architect notified should additional work be indicated due to loss of structural integrity, rot, rust, corrosion or other similar conditions.
- E. Restore work that has been cut and removed so that completed Work is in accordance with requirements of Contract Documents. Perform all installations, fittings, and adjustments of materials or products to comply with manufacturers' product data, its intended functions, specified tolerances and finishes.
- F. Fit restored work airtight around pipes, sleeves, ducts, conduit and other penetrations through surfaces.
- G. Refinish surfaces to provide an even, uniform finish to match adjacent finishes. For continuous surfaces, refinish to nearest intersection. For an assembly, refinish entire unit.

3.04 CUTTING

- A. Perform cutting using methods least likely to damage adjoining construction or elements to be retained. Where possible, review proposed procedures with original installer; comply with original installer's recommendations.
- B. Where cutting is required, use tools designed for sawing, cutting and grinding, not hammering or chopping. Cut openings neat to sizes required with minimum disturbances to adjacent surfaces. Cut or drill from exposed or finished side into concealed surfaces to avoid marring finished surfaces.
- C. Perform cutting through concrete or masonry using cutting machines designed for this purpose such as carborundum saws or diamond core drills.

- D. Where operable utility services are required to be removed, relocated or abandoned, bypass services such as pipes or conduits before cutting. Cut off pipes or conduits in walls or partitions to be removed; and cap, plug and seal remaining portions of pipe after by-passing.

3.05 PATCHING

- A. Patch with methods and materials that are the least obvious. Restore exposed finishes of patched areas and adjacent areas in a manner that will be indistinguishable in the finished Work.
- B. Where possible, inspect and test patched areas to demonstrate integrity of installation.
- C. Gypsum wallboard hot patches are not allowed on this Project. All patches shall be from stud to stud.

3.06 CLEANING

- A. Clean areas and spaces where cutting and patching has been performed or where such work areas were accessed.
- B. Remove excess paint, mortar, oils, putty or other items of similar nature from patched work and adjoining surfaces.
- C. Restore any and all damaged or displaced insulation or coverings on pipe, ductwork or in walls or ceiling spaces.

END OF SECTION 01 73 50

SECTION 01 74 00

CLEANING

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. This Section includes administrative and procedural requirements for cleaning during construction and final cleaning prior to Substantial Completion.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 1 Section “Construction Execution”.
 - 2. Special cleaning requirements for specific construction elements are included in appropriate Sections of Divisions 2 through 33.

PART 2 – PRODUCTS

2.01 MATERIALS

- A. Cleaning Agents: Use cleaning materials and agents recommended by the manufacturer or fabricator of the surface to be cleaned. Do not use cleaning agents that are potentially hazardous to health or property or that might damage finished surfaces.

PART 3 – EXECUTION

3.01 CLEANING DURING CONSTRUCTION

- A. During construction period, Contractor shall keep the building, Project site, and adjacent properties free from accumulation of debris and waste materials at all times. The Contractor shall execute all cleaning procedures necessary to maintain these conditions.
- B. Provide adequate on-site containers for waste collection. Place all waste materials and debris in said containers in an expeditious manner to prevent accumulation. Remove waste from Project site when containers become full. Legally dispose of all such waste and debris off Project site. Dispose of no materials in adjacent waterways.
- C. Control windblown dust and materials subject to blowing. Wet down materials as necessary to prevent such occurrences.
- D. Allow no accumulation of food scraps or organic debris that may contribute to spread of rats, roaches, and other vermin. Contractor shall be responsible for securing services of any pest extermination during construction through Substantial Completion.
- E. Allow no graffiti or similar distasteful comments or illustrations to be authored on building materials or on any temporary or permanent construction on the Project site. Contractor shall monitor the Project for violations of this item, and shall take action to clean, cover, or replace subject materials as necessary.

3.02 FINAL CLEANING

- A. Prior to Date of Substantial Completion, clean all finished surfaces in accordance with manufacturers' product data and requirements of applicable sections of Specifications. All said cleaning shall be performed prior to Contractor's request that the Project or portion thereof be inspected for Substantial Completion. For the "final cleaning" employ experienced workers or professional cleaners. Quality of cleaning work shall be as expected in standard commercial building cleaning and maintenance programs.
- B. Complete the following cleaning operations before requesting inspection for certification of Substantial Completion for the entire Project or a portion of the Project.
1. Clean the Project Site, yard and grounds, in areas disturbed by construction activities, including landscape development areas, of rubbish, waste material, litter, and foreign substances.
 2. Sweep paved areas and concrete surfaces broom clean. Rake grounds that are neither planted nor paved to a smooth, even-textured surface.
 3. Remove petrochemical spills, stains, and other foreign deposits.
 4. Remove tools, construction equipment, machinery, and surplus material from the site.
 5. Clean exposed exterior and interior hard-surfaced finishes to a dirt-free condition, free of stains, films, and similar foreign substances. Avoid disturbing natural weathering of exterior surfaces. Restore reflective surfaces to their original condition.
 6. Remove debris and surface dust from limited access spaces, including roofs, plenums, shafts, trenches, equipment vaults, manholes, attics, and similar spaces.
 7. Broom clean concrete floors in unoccupied spaces.
 8. Vacuum clean carpet and similar soft surfaces, removing debris and excess nap. Shampoo, if required to remove all stains.
 9. Clean transparent materials, including mirrors and glass in doors and windows. Remove glazing compounds and other substances that are noticeable vision-obscuring materials. Replace chipped or broken glass and other damaged transparent materials. Polish mirrors and glass, taking care not to scratch surfaces.
 10. Remove labels that are not permanent labels.
 11. Touch up and otherwise repair and restore marred, exposed finishes and surfaces. Replace finishes and surfaces that cannot be satisfactorily repaired or restored or that already show evidence of repair or restoration.
 - a. Do not paint over "UL" and similar labels, including mechanical and electrical nameplates.
 12. Wipe surfaces of mechanical and electrical equipment and similar equipment. Remove excess lubrication, paint and mortar droppings, and other foreign substances.
 13. Clean plumbing fixtures to a sanitary condition, free of stains, including stains resulting from water exposure.
 14. Replace disposable air filters and clean permanent air filters. Clean exposed surfaces of diffusers, registers, and grills.
 15. Clean ducts, blowers, and coils if units were operated without filters during construction.
 16. Clean light fixtures, lamps, globes, and reflectors to function with full efficiency. Replace burned-out bulbs and defective and noisy starters in fluorescent and mercury vapor fixtures.
 17. Leave the Project clean and ready for occupancy.

- C. Pest Control: Engage an experienced, licensed exterminator to make a final inspection and treatment rid the Project of rodents, insects, and other pests. Comply with regulations of local authorities.
- D. Removal of Protection: Remove temporary protection and facilities installed during construction to protect previously completed installations during the remainder of the construction period.
- E. Compliances: Comply with governing regulations and safety standards for cleaning operations. Make Material Safety Data Sheets (MSDS) available as required by applicable legal requirements for all cleaning agents used on the Project site. Remove waste materials from the site and dispose of lawfully. Comply fully with federal, state and local environmental and antipollution regulations.

3.03 GENERAL SITE MAINTENANCE

- A. Take precautions to prevent pollution of air, water and soil.
 - 1. Do not burn or bury waste materials or debris on Project site. Comply with government regulatory and legal requirements for disposal of waste.
 - 2. Do not dispose of volatile wastes such as paint, mineral spirits, oils or paint thinner in storm or sanitary drains, on pavements or in gutters of Project site.
 - 3. Do not handle or dispose of waste materials, debris, cleaning compounds or other chemicals in a manner that will contaminate the soil or be harmful to plant life on the Project site.
 - 4. Comply with laws, rules regulations, ordinances, codes and authorities having jurisdiction over safety and environmental standards affecting the Project.
- B. Minimize discharge of rainwater and effluent into sewer and adjacent waterways.
 - 1. Provide temporary means of drainage to prevent flooding and ponding on the Project site.
 - 2. Prevent site erosion due to stormwater runoff.
 - 3. Control sediment discharges; filter out soil, debris and contaminants.
 - 4. Comply with all laws, rules, regulations, ordinances, codes and other legal requirements governing erosion control and stormwater runoff both on the Project site and leaving the Project site.
- C. Keep adjacent public ways free of debris, hazardous and unsanitary conditions and nuisances. Provide adequate traffic control by means of signs, signals and flagmen, as necessary.

END OF SECTION 01 74 00

SECTION 01 77 00

CONTRACT CLOSE-OUT

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. Section Includes:
 - 1. Substantial Completion Procedures
 - 2. Final Completion Procedures

1.03 DEFINITIONS

- A. Substantial Completion: The time at which the Work is sufficiently complete in accordance with the Contract Documents so that the County can occupy or use the Work for its intended purpose.
- B. Final Completion: The stage at which all the Work has been satisfactorily completed in accordance with the Contract Documents.
- C. List of Incomplete Work: A comprehensive list of items to be completed or corrected, prepared by the Contractor for the purpose of obtaining certification of Substantial Completion. This list is also referred to as a "punch list."

1.04 SUBSTANTIAL COMPLETION PROCEDURES

- A. The Architect will perform one inspection for Substantial Completion, upon the request of the Contractor.
One Certificate of Substantial Completion will be issued; this certificate will include all of the Work and not a portion or portions.
If the Architect is unable to issue the Certificate of Substantial Completion because the Work is not considered to be substantially complete, the Contractor shall pay all subsequent inspection costs, including compensation for the Architect's services.
- B. Prior to requesting Architect's inspection for Certificate of Substantial Completion, complete the following activities and list all known exceptions in the request:
 - 1. Obtain and submit the Certificate of Occupancy and any applicable operating permits from authorities having jurisdiction. Said certificates and permits (if applicable) shall enable County to have full and unrestricted use of the Work, and unrestricted access to services and utilities.
 - 2. Touch up and otherwise repair and restore marred exposed finishes and conduct the final cleaning of the Project as directed elsewhere in these Specifications.
 - 3. Inform Owner of necessary procedures for changing over utilities and services and other operational and maintenance responsibilities.
 - 4. Conduct for the Owner's personnel the demonstrations of equipment and systems and provide the operations and maintenance training required by the Contract Documents.
 - 5. Complete all graphics and signage, paving marking, and traffic control signage.
 - 6. Remove all temporary facilities from the Project site.

7. Deliver to the Owner all tools, spare parts, extra stocks of materials, and similar physical items as required by the Contract Documents.
 8. Place fire extinguishers charged and ready to use. Extinguishers shall bear tags showing the date tested and by whom.
 9. Make changeover to permanent locking system, transmit keys to Owner, and advise Owner's personnel of changeover in security. Accompany keys with Finish Hardware Schedule and tag each key to indicate which lock it operates.
 10. Complete all other activities specified by the Contract Documents to be completed before Substantial Completion.
- C. Prior to requesting Architect's inspections for Substantial Completion, complete the following submittals (in triplicate unless specified otherwise):
1. List of incomplete work.
 2. Reports on operations and maintenance training for Owner's personnel.
 3. Final report on testing, adjusting, and balancing of the HVAC system.
 4. All submittals specified in the Contract Documents to be completed before Substantial Completion.
- D. On receipt of a request for inspection, the Architect will either proceed with inspection or advise the Contractor of unfilled requirements. The Architect will prepare the Certificate of Substantial Completion following the inspection or advise the Contractor of construction that must be completed or corrected before the Certificate will be issued. In the latter case, any follow-up inspections that must occur prior to granting Substantial Completion will be considered additional services by the Architect and will be compensated by the Contractor. The Certificate of Substantial Completion will be accompanied as necessary by a list of deficient work items (a Punch list) that must be completed or corrected by the Contractor prior to his requesting an inspection by the Architect for final acceptance and final completion of the Project.
- E. Upon completion of the inspection and determination that the Work is substantially complete; the Architect's shall prepare a Certificate of Substantial Completion (on AIA Form No. G704, 2000 edition, or its equivalent) establishing a date when the Project is sufficiently complete and suitable for the use it is intended, and identifying a Punch list. The Architect and County shall execute said Certificate.

1.05 FINAL COMPLETION PROCEDURES

- A. The Contractor's request for final inspection and final application for payment may coincide. The Architect will perform only one inspection for Final Completion, upon the request of the Contractor. The Contractor should take care that all requirements for Final Completion as indicated in the paragraphs below have been completed prior to submitting their request. If the Architect is unable to issue the certificate for final payment because the Work is not complete, the Contractor shall pay all subsequent inspection costs, including compensation for the Architect's services.
- B. Prior to requesting Architect's final inspection for certificate of Final Completion and Final Payment, complete the following items and list any known exceptions in the request:
1. Submit a copy of the Punch list of itemized work to be completed or corrected, stating that each item has been completed, corrected or otherwise resolved for acceptance.
 2. Submit final pay application accounting for all changes in Contract Sum, with final releases and support not previously submitted and accepted, including Consent of Surety to Final Payment.
 3. Submit special warranties, workmanship bonds, maintenance agreements, final certifications and similar documents required by Contract Documents or related to installed equipment and materials. Submit required closeout submittals listed herein.

C. Closeout Submittals:

1. Warranties: In accordance with Contract Documents, Contractor shall furnish his one-year warranty in writing, on the form bound hereinafter. Warranties for a longer period of time may be required by the Specifications. These warranties of a longer period also shall be assembled and submitted. Unless otherwise specified, all warranties shall commence on the Date of Substantial Completion. The warranties shall state the date on which they expire.
2. Statutory Affidavit: Before final closeout of the Work, the Contractor and Subcontractors shall furnish a Statutory Affidavit in the form attached to this section.
3. Inspection Reports: Secure and submit to the Owner, through the Architect, a certification from the local government agency or agencies having jurisdiction that the construction has been inspected as required by laws or ordinances, and that the Project is acceptable to the following authorities:
 - Local Building Inspector
 - Local HVAC Inspector
 - Local Plumbing Inspector
 - Local Electrical Inspector
 - Local Dept. of Public Utilities
 - Local Development Inspector
 - Local Fire Marshal
4. Certificate of Substantial Completion and Certificate of Final Completion: A Certificate of Substantial Completion including an accompanying Punch list for the Project will be prepared by the Architect for the purpose of establishing a date when the Project is sufficiently complete and suitable for the use it is intended. On final inspection of the Project, submit a Certificate of Final Completion verifying that Punch list items are complete and that all closing Documents and payments are in order (as shown by the accompanying Project Close-Out Check-Off List), and establishing a Date of Final Acceptance.
5. Project Record Documents: Submit to the Owner through the Architect the Project Record Documents (Drawings and Project Manual) specified elsewhere in these Specifications.
6. Maintenance & Operations Manuals: Submit to the Owner through the Architect the Operations and Maintenance Manuals specified elsewhere in these Specifications.
7. Materials and Services List: In addition to the Maintenance and Operations Manuals, prepare and submit to the Owner through Architect a list of all subcontractors and major suppliers who provided products, materials and services for the Project. Indicate company names, addresses, phone numbers, and personnel to contact for information or in case of problems. The list shall be typed in legible and organized format.
8. Close Out Documents
 1. Special Warranties, in excess of one (1) year, Divisions 2 to 33
 2. Attic Stock
 3. Operations and Maintenance Data
 4. Project Record Documents

PROJECT CLOSE-OUT

CHECK-OFF LIST

<u>DOCUMENTS</u>	<u>NO. OF COPIES</u>	<u>DATE RECEIVED</u>
Contractor's Warranty	_____	_____
Statutory Affidavit (Contractor's)	_____	_____
Statutory Affidavit (Sub-contractors')	_____	_____
Inspection Reports:		
County Building Inspector	_____	_____
County Plumbing Inspector	_____	_____
County HVAC Inspector	_____	_____
County Electrical Inspector	_____	_____
County Dept. of Public Utilities	_____	_____
County Development Inspector	_____	_____
Fire Marshal Occupancy Certificate	_____	_____
Record Drawings and Specifications	_____	_____
Operations and Maintenance Manuals & related Submittals	_____	_____
Certificate of Receipt of Keys and Schedule	_____	_____

PROJECT CLOSE-OUT

CHECK-OFF LIST
(Continued)

	<u>NO. OF COPIES</u>	<u>DATE RECEIVED</u>
<u>DOCUMENTS</u>		
Punchlist Items Completed	_____	_____
Certificate of Substantial Completion	_____	_____
Certificate of Final Completion	_____	_____
Consent of Surety of Final Payment	_____	_____

I certify that, being familiar with the Contract Documents for this Project, to the best of my knowledge, the items checked off hereinabove constitute all that are applicable to this Project.

Date Submitted to the Architect: _____

Date Submitted to the Owner: _____

Contractor:

Architect: Precision Planning, Inc.

STATUTORY AFFIDAVIT

STATE OF _____, COUNTY OF _____

FROM: _____

TO: _____

RE: Contract entered into the _____ day of _____ 20 ___, between the above mentioned parties for the construction of _____ at _____

KNOW ALL MEN BY THESE PRESENTS:

- 1. The Undersigned hereby certifies that all work required under the above contract has been performed in accordance with the terms thereof, that all material, men, subcontractors, mechanics, and laborers have been paid and satisfied in full, and that there are no outstanding claims of any character arising out of the performance of the contract which have not been paid and satisfied in full.
- 2. The undersigned further certifies that to the best of his knowledge and belief there are no unsatisfied claims for damages resulting from injury or death to any employees, subcontractors, or the public at large arising out of the performance of the contract, or any suits or claims for any other damage of any kind, nature, or description which might constitute a lien upon the property of the County.

The undersigned makes this affidavit as provided by law and for the purpose of receiving final payment in full settlement of all claims arising under or by virtue of the contract, and acceptance of such payment is acknowledged as a release of the County from any and all claims under or by virtue of the contract.

IN WITNESS WHEREOF, the undersigned has signed and sealed this instrument this day of _____, 20 ___.

Personally appeared before the undersigned, _____ who, after being duly sworn, depose(s) and say(s) that the facts stated in the above affidavit are true.

Notary Public

This _____ date of _____, 20__.

My commission expires _____

CERTIFICATE OF FINAL COMPLETION

OWNER: _____ CONTRACTOR: _____

ARCHITECT: _____ BONDING CO.: _____

PROJECT NAME: _____

CONTRACTOR: _____

(Name, Address) _____

TO (OWNER):

THIS CERTIFICATE COVERS THE ENTIRE PROJECT

By execution of this document, the Contractor and Architect each certify that the work performed under this Contract has been reviewed at a final inspection on _____, and found to be complete as verified by the attached Project Close-Out Check-Off List, and the County accepts the Project as complete on the last date of this Certificate. Final payment to the Contractor is authorized. Execution and acceptance of this Certificate by the County, shall in no way waive or void any conditions of the Contract Documents.

A certificate of Substantial Completion has been issued establishing _____, as the date of beneficial use and the commencement of all Warranties and Guarantees required by the Contract Documents.

ARCHITECT BY DATE

CONTRACTOR BY DATE

OWNER BY DATE

END OF SECTION 01 77 00

SECTION 01 78 40

WARRANTIES

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General Conditions and other Division 1 Specification Sections, apply to this Section.

1.02 SUMMARY

- A. This Section includes administrative and procedural requirements for warranties required by the Contract Documents, including manufacturers' standard warranties on products and special warranties.
- B. Related Sections: The following Sections contain requirements that relate to this Section:
 - 1. Division 1 Section "Contract Closeout", specifies contract closeout procedures.
 - 2. Divisions 2 through 33, Specification Sections for specific requirements for warranties on products and installations specified to be warranted.
 - 3. Certifications and other commitments and agreements for continuing services to Owner are specified elsewhere in the Contract Documents.
- C. Disclaimers and Limitations: Manufacturer's disclaimers and limitations on product warranties do not relieve the Contractor of the warranty on the Work that incorporates the products. Manufacturer's disclaimers and limitations on product warranties do not relieve suppliers, manufacturers, and subcontractors required to countersign special warranties with the Contractor.

1.03 DEFINITIONS

- A. Contractor's Warranty: Contractor shall provide a warranty on the Project that warrants that all labor and materials furnished and work performed are in accordance with the Contract Documents and will be free from defects due to defective materials and/or workmanship for a period of one year from the Date of Substantial Completion. Warranty shall be provided on the form provided in this Specification Section.
- B. Standard product warranties are preprinted written warranties published by individual manufacturers for particular products and are specifically endorsed by the manufacturer to the Owner.
- C. Special warranties are written warranties required by or incorporated in the Contract Documents, either to extend time limits provided by standard warranties or to provide greater rights for the Owner.

1.04 WARRANTY REQUIREMENTS

- A. Related Damages and Losses: When correcting failed or damaged warranted construction, remove and replace construction that has been damaged as a result of such failure or must be removed and replaced to provide access for correction of warranted construction.

- B. Reinstatement of Warranty: When Work covered by a warranty has failed and been corrected by replacement or rebuilding, reinstate the warranty by written endorsement. The reinstated warranty shall be equal to the original warranty with an equitable adjustment for depreciation.
- C. Replacement Cost: Upon determination that work covered by a warranty has failed, replace or rebuild the work to an acceptable condition complying with requirements of the Contract Documents. The Contractor is responsible for the cost of replacing or rebuilding defective work regardless of whether the Owner has benefited from use of the work through a portion of its anticipated useful service life.
- D. Owner's Recourse: Expressed warranties made to the Owner are in addition to implied warranties and shall not limit the duties, obligations, rights, and remedies otherwise available under the law. Expressed warranty periods shall not be interpreted as limitations on the time in which the Owner can enforce such other duties, obligations, rights, or remedies.
 - 1. Rejection of Warranties: The Owner reserves the right to reject warranties and to limit selection to products with warranties not in conflict with requirements of the Contract Documents.
- E. Where the Contract Documents require a special warranty, or similar commitment on the work or part of the work, the Owner reserves the right to refuse to accept the work, until the Contractor presents evidence that entities required to countersign such commitments are willing to do so.

1.05 SUBMITTALS

- A. Submit written warranties to the Architect effective on the date certified for Substantial Completion. If the Architect's Certificate of Substantial Completion designates a commencement date for warranties other than the date of Substantial Completion for the Work, or a designated portion of the Work, submit written warranties upon request of the Architect.
- B. When the Contract Documents require the Contractor, or the Contractor and a subcontractor, supplier or manufacturer to execute a special warranty, prepare a written document that contains appropriate terms and identification, ready for execution by the required parties. Submit a draft to the Owner, through the Architect, for approval prior to final execution. Refer to Specifications Divisions 2 through 33 for specific Contract requirements and particular requirements for submitting special warranties.
- C. Form of Submittal: Compile two (2) copies of each required warranty properly executed by the Contractor, subcontractor, supplier, or manufacturer. Organize the warranty documents into an orderly sequence based on the table of contents of the Project Manual.
- D. Bind warranties and bonds in heavy-duty, commercial-quality, durable 3-ring, vinyl-covered loose-leaf binders, thickness as necessary to accommodate contents, and sized to receive 8-1/2-by-11-inch paper.
 - 1. Provide heavy paper dividers with celluloid covered tabs for each separate warranty. Mark the tab to identify the product or installation. Provide a typed description of the product or installation, including the name of the product, and the name, address, and telephone number of the installer.
 - 2. Identify each binder on the front and spine with the typed or printed title "WARRANTIES," Project title or name, and name of the Contractor.
 - 3. Provide additional copies of each required warranty, as necessary, for inclusion in each required Operations and Maintenance Manual.

PART 2 – PRODUCTS (NOT APPLICABLE)

PART 3 – EXECUTION

3.01 LIST OF WARRANTIES

- A. Schedule: Provide warranties on products and installations as specified in the following Sections:

All utilized Divisions 1 through 33 Specification Sections as indicated.

3.02 CONTRACTOR’S WARRANTY

- A. The format of submission of the Contractor’s Warranty is included on the subsequent page in this Specification Section.

CONTRACTOR WARRANTY FORM

PROJECT:

LOCATION:

OWNER:

We, _____, Contractor
(Contractor's Name)

for the above referenced Project, do hereby warrant that all labor and materials furnished and work performed are in accordance with the Contract Documents and authorized modifications thereto, and will be free from defects due to defective materials and/or workmanship for a period of one year from the Date of Substantial Completion. This Warranty commences on:

(Date of Substantial Completion)

and expires on:

(One Year from Commencement Date)

Should any defect develop during the warranty period due to improper materials, workmanship or arrangement; the same, including adjacent work displaced, shall be made good by the undersigned at no expense to the Owner.

The Owner will give the Contractor written notice of defective work. Should Contractor fail to correct defective work within sixty (60) days after receiving notice, the Owner may at its option, correct defects and charge Contractor costs for such correction. Contractor agrees to pay such charges upon demand.

Nothing in the above shall be deemed to apply to work that has been abused or neglected by the Owner or that was installed by another contractor.

For: _____
(Company Name)

By: _____

Title: _____

Date: _____

END OF SECTION 01 78 40

SECTION 01 81 00

PROJECT RECORD DOCUMENTS

PART 1 – GENERAL

1.01 SUMMARY

- A. Section Includes:
1. Maintenance of project record documents
 2. Record drawings or "as-builts".
 3. Record specifications
 4. Operations and Maintenance manuals.

1.02 SUBMITTALS

- A. Project Record Documents: Project record documents consist of three (3) submittals—Record Drawings, Record Specifications, and Operations and Maintenance Manuals. These submittals shall be provided to the Owner through the Architect after the Date of Substantial Completion inspection:
1. For Record Drawings: Submit one (1) set to the Architect in form of opaque prints, marked and altered as required in this Section. Submit all Drawings, whether or not they have been modified.
 2. For Record Specifications: Submit to Architect one (1) legible set marked or altered as required in this Section.
 3. For Operations and Maintenance Manuals: Submit to Architect three (3) complete sets prepared in the manner described herein.

PART 2 – PRODUCTS (Not Used)

PART 3 – EXECUTION

3.01 MAINTENANCE OF PRODUCT RECORD DOCUMENTS

- A. Assign a person responsible for preparing and maintaining all record documents. Maintain the record documents in a secure location at the Project site but insure that they are accessible to Contractor and Architect during normal working hours. Do not use the record documents for any type of construction purposes in the field.
- B. Record information on record documents as soon as possible after it is obtained. Mark Drawings and Specifications with a red pencil; make certain all notations are clearly legible. Incorporate into existing sets all new Drawings or Specifications issued by Architect. Mark shop Drawings if better suited to show the actual work.

3.02 RECORD DRAWINGS

- A. Maintain a complete set of opaque prints of the Drawings, including all sheets issued by Architect for addenda, clarifications or modifications. Record all information that indicates how the actual work differs from the Drawings and shows the details of installation that will not be obvious upon completion of construction, including:
1. Existing conditions in variance with Contract Documents.
 2. Locations and depths of underground utilities.
 3. Actual equipment locations.
 4. Actual duct size and routing.
 5. Changes made by Change Order.

6. Changes made following the Architect's written order or directives.
 7. Details not on original Contract Drawings.
 8. Dimensional or location changes.
 9. Finish changes.
 10. New and revised details for assemblies, attachments, fittings, adjacencies, etc.
 11. Actual routings of plumbing piping and electrical conduits.
 12. Revisions to electrical circuits.
 13. Sizes and routings of HVAC equipment.
 14. Locations particular on other critical system elements concealed in construction.
 15. Changes made by Contract modifications, cross-referenced to applicable modification.
 16. New information that may be useful to the Owner, which was not shown in Contract Documents or subsequent product submittals, including details or clarifications issued by Architect as responses to Contractor's requests.
- B. Where a record drawing also is required as part of Operations and Maintenance Manuals, copy notations and marks to another copy of applicable Drawings for said purpose. Also mark shop Drawings as may be necessary for use in such manuals.
- C. Responsibility for Markup: The individual or entity who obtained record data, whether the individual or entity is the installer, subcontractor, or similar entity, shall prepare the markup on Record Drawings. Contractor has responsibility to insure that this record is maintained.
1. Accurately record information in an understandable drawing technique.
 2. Record data as soon as possible after obtaining it. Record and check the markup prior to enclosing concealed installations.
 3. At time of Final Completion, submit Record Drawings to the Architect for the Owner's records.

3.03 RECORD SPECIFICATIONS

- A. Maintain a complete set of Specifications, including all pages issued by Architect for addenda, clarifications, and modifications. Record all information that indicates how the actual work differs from the Specifications, including:
1. Product substitutions.
 2. Changes made by Contract modifications, cross-referenced to applicable modifications.
 3. New information that may be useful to the Owner, which was not shown in Contract Documents or subsequent product submittals, including details or clarifications issued by Architect as responses to Contractor's requests.

3.04 RECORD PRODUCT DATA

- A. During the construction period, maintain one (1) copy of each Product Data submittal for Project Record Document purposes.
1. Mark Product Data to indicate the actual product installation where the installation varies substantially from that indicated in Product Data submitted. Include significant changes in the product delivered to the site and changes in manufacturer's instructions and recommendations for installation.
 2. Give particular attention to information on concealed products and installations that cannot be readily identified and recorded later.
 3. Note related Change Orders and markup of Record Drawings, where applicable.
 4. Upon Final Completion, submit a complete set of Record product Data to the Architect for the Owner's records.
 5. Where Record Product Data is required as part of maintenance manual, submit marked-up Product Data as an insert in the manual instead of submitting as Record Product Data.

3.05 MISCELLANEOUS RECORD SUBMITTALS

- A. Refer to other Specification Sections for miscellaneous record-keeping requirements and submittals in connection with various construction activities. Immediately prior to Final Completion, complete miscellaneous records and place in good order, properly identified and bound or filed, ready for use and reference. Submit to the Architect for the Owner's records.
1. Categories of requirements resulting miscellaneous records include, but are not limited to, the following:
 - a. Field records on excavations and foundations.
 - b. Field records on underground construction in similar work.
 - c. Survey showing locations and elevations of underground lines.
 - d. Survey showing invert elevations of drainage piping.
 - e. Surveys establishing building lines and levels.
 - f. Ambient and substrate condition tests.
 - g. Certifications received in lieu of labels on bulk products.
 - h. Batch mixing and bulk delivery records.
 - i. Testing and qualification of tradesmen.
 - j. Documented qualification of installation firms.
 - k. Load and performance testing.
 - l. Inspections and certifications by governing authorities.
 - m. Leakage and water-penetration tests.
 - n. Fire-resistance and flame-spread test results.
 - o. Final inspection and correction procedures.

3.06 OPERATIONS AND MAINTENANCE MANUALS

- A. Assemble and submit three (3) sets of hard bound, loose-leaf operations and maintenance manuals for the systems, equipment, finishes and other building components listed below in this section and otherwise provided for in the Specifications. Bind in individual heavy-duty, two -inch, three-ring binders, with pocket folders for folded sheet information and dividers with labeled index tabs. Label each manual on front and spine, indicating the project name and the nature of the information included in the manual. All text, Drawings and diagrams shall be legible and presented in an organized and coherent fashion.
- B. The Operations and Maintenance Manuals shall include information on the following building components:
1. HVAC system, including equipment, distribution and controls.
 2. Electrical power system, including equipment, distribution, receptacles and connections.
 3. Electrical lighting.
 4. Electrical powered equipment purchased and installed by Contractor.
 5. Plumbing system and fixtures.
 6. Miscellaneous equipment purchased and installed by Contractor.
 7. Building accessories.
 8. Interior finishes, including floor coverings, ceiling tile, paints and wallcoverings and any other finishes requiring special treatment.
 9. Finish hardware.
 10. Doors.
- C. For each of these components provide the following information as applicable to the component:
1. Responsible subcontractor with address and phone number.
 2. Local supplier(s) with address and phone number.
 3. Nearest service organization (if applicable) with address and phone number.
 4. Operating instructions.
 5. Emergency instructions.
 6. Spare parts/stock list.

7. Warranties
8. Preventive maintenance requirements.
9. Cleaning requirements and instructions.
10. Product data and shop Drawings (referenced if maintained elsewhere).
11. Wiring diagrams.
12. Fixture schedule.

END OF SECTION 01 81 00

SECTION 02 41 19

SELECTIVE DEMOLITION

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and other Division 1 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. This Section includes the following:

- 1. Demolition and removal of selected portions of existing site elements.
- 2. Demolition and removal of selected portions of existing building elements.

- B. Related Sections include the following:

- 1. Division 1 Section "Summary of Work" for use of premises and Owner-occupancy requirements.
- 2. Division 1 Section "Temporary Facilities, Controls and Services" for temporary construction and environmental-protection measures for selective demolition operations.
- 3. Division 1 Section "Cutting and Patching" for cutting and patching procedures.
- 4. Division 1 Section "Contract Closeout" for record document requirements.

1.3 DEFINITIONS

- A. Remove: Detach items from existing construction and legally dispose of them off-site, unless indicated to be removed and salvaged or removed and reinstalled.
- B. Remove and Reinstall: Detach items from existing construction, prepare them for reuse, and reinstall them where indicated.
- C. Existing to Remain: Existing items of construction that are not to be removed and that are not otherwise indicated to be removed, removed and salvaged, or removed and reinstalled. Protect against damage and soiling during demolition and construction activities.

1.4 SUBMITTALS

- A. Qualification Data: For demolition firm.

- B. Schedule of Selective Demolition Activities: Indicate the following:

- 1. Detailed sequence of selective demolition and removal work, with starting and ending dates for each activity.
- 2. Interruption of utility services. Indicate how long utility services will be interrupted.
- 3. Coordination for shutoff, and continuation of utility services.
- 4. Locations of proposed dust- and noise-control temporary partitions and means of egress.
- 5. Coordination of Owner's continuing occupancy of portions of existing building and of Owner's partial occupancy of completed Work.
- 6. Means of protection for items to remain and items in path of waste removal from building.

- C. Predemolition Photographs: Show existing conditions of adjoining construction and site improvements, including finish surfaces, that might be misconstrued as damage caused by selective demolition operations. Show locations on plan where photographs were taken. Submit before Work begins. All non-documented damage shall be replaced or repaired at no expense to the Owner.
- D. As-built drawings: Identify and accurately locate active subsurface utility lines at areas of work relating to this project. All below-grade non-active utility lines encountered within area of work shall be completely removed.
- E. Statement of Refrigerant Recovery: Signed by refrigerant recovery technician responsible for recovering refrigerant, stating that refrigerant that was present was recovered and that recovery was performed according to EPA regulations. Included name and address of technician and date refrigerant was recovered.
- F. If hazardous materials are encountered and disposed of, landfill records indicating receipt and acceptance of hazardous waste by a landfill facility licensed to accept hazardous waste.

1.5 QUALITY ASSURANCE

- A. Demolition Firm Qualifications: An experienced firm that has specialized in demolition work similar in material and extent to that indicated for this Project.
- B. Regulatory Requirements: Comply with governing EPA notification regulations before beginning selective demolition. Comply with hauling and disposal regulations of authorities having jurisdiction.
- C. Standards: Comply with ANSI A10.6 and NFPA 241.
- D. Pre-demolition Conference: Conduct conference at Project site to comply with requirements in Division 1 Section 013120 Project Meetings.
 - 1. Inspect and discuss condition of construction to be selectively demolished.
 - 2. Review and finalize selective demolition schedule and verify availability of materials, demolition personnel, equipment, and facilities needed to make progress and avoid delays.
 - 3. Review areas where existing construction is to remain and requires protection.
 - 4. Coordinate and receive approval from Owner for demolition schedule.

1.6 PROJECT CONDITIONS

- A. These buildings are valuable historic properties. Buildings will not be occupied during construction. Contractor shall take extreme care not to damage existing buildings and site features during selective demolition activities. Scheduling this work will have to coordinate with Owner. Conduct selective demolition so use of adjacent properties will not be disrupted.
 - 1. Noxious/poisonous/toxic/dangerous fumes or products containing a high level of volatile organic compounds (VOCs) shall not be allowed to enter building through any openings.
 - 2. Use methods to limit dust and dirt migration. Do not allow dust and debris to enter HVAC ductwork and air intake louvers.
- B. Conditions existing at time of inspection for bidding purpose will be maintained by Owner as far as practical.
- C. Notify Architect of discrepancies between existing conditions and Drawings before proceeding with selective demolition.

- D. Storage or sale of removed items or materials on-site will **not** be permitted.
- E. Adjacent sites, sidewalks and roadways will be occupied and used by the general public. Conduct selective demolition activities so that these operations will have minimum disruptions. Provide not less than 48 hours' notice to Owner of activities that will affect operations and traffic flow.
- F. Owner assumes no responsibility for actual condition of items to be demolished.
- G. Existing Items: Remove, replace, patch, and repair materials and surfaces cut or damaged during demolition and new construction activities, by methods and with materials that are equal or better in quality and quantity.
- H. Hazardous Materials: It is not expected that hazardous materials will be encountered, do not disturb; immediately notify Owner and Architect.

PART 2 - PRODUCTS (Not Used)

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Verify that all utilities in nearby area have been properly marked and disconnected and capped as required in areas to be demolished.
- B. Survey existing conditions and correlate with requirements indicated to determine extent of selective demolition required.
- C. Survey condition of the building to determine whether removing any element might result in structural deficiency or unplanned collapse of any portion of structure or adjacent structures during demolition operations.
- D. Perform surveys as the Work progresses to detect hazards resulting from demolition activities. Take immediate action to protect all personnel working in and around the project site.

3.2 PREPARATION

- A. Site Access: Conduct selective demolition and debris-removal operations to ensure minimum interference with and damage to roads, streets, curbs, curb inlets, drains, walks, walkways, landscaping and other adjacent occupied and used facilities. All damage shall be repaired at Contractor's expense.
- B. Temporary Facilities: Provide temporary fencing and other protection required to prevent injury to people and damage to adjacent buildings and facilities to remain for all phases of construction.
 - 1. Provide protection to ensure safe passage of people around selective demolition area and to and from occupied portions of building.
 - 2. Provide temporary weather protection, during interval between selective demolition of existing construction on exterior surfaces and new construction, to prevent water leakage and damage to structure and interior areas.
- C. Conduct demolition operations to prevent injury to people and damage to adjacent buildings and facilities to remain. Ensure safe passage of people around selective demolition area.

1. Erect temporary protection, such as walks, fences, railings, canopies, and covered passageways, where required by authorities having jurisdiction.
2. Protect existing site improvements, appurtenances, and landscaping to remain.
3. Provide temporary weather protection, during interval between demolition and removal of existing construction, on exterior surfaces and new construction to ensure that no water leakage or damage occurs to structure or interior areas.
4. Fencing shall be provided around all areas of demolition to prevent entry to area and injury to people.

3.3 POLLUTION CONTROLS

- A. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
- B. Clean adjacent structures and improvements of dust, dirt, and debris caused by selective demolition operations. Return adjacent areas to condition existing before start of selective demolition.
- C. Noise Control: Perform selective demolition operations to minimize noise for surrounding property owners as much as practical.

3.4 SELECTIVE DEMOLITION

- A. Demolish and remove existing construction only to the extent required by new construction and as indicated. Use methods required to complete Work within limitations of governing regulations and as follows:
 1. Proceed with selective demolition systematically, from higher to lower level.
 2. Dispose of demolished items and materials promptly. On-site storage or sale of removed items is prohibited.
 3. Return elements of construction and surfaces to remain to condition before start of selective demolition operations.
- B. Explosives: Use of explosives will **not** be permitted.
- C. Do **not** use cutting torches or any other type of flame or spark producing type tools and equipment inside or underneath the historic wood framed buildings.
- D. Portable fire extinguishers shall be readily accessible at all times.

3.5 DISPOSAL OF DEMOLISHED MATERIALS

- A. General: Except for items or materials indicated to remain Owner's property, remove demolished materials from Project site and legally dispose of them in an EPA-approved landfill.
 1. Do not allow demolished materials to accumulate on-site.
 2. Remove and transport debris in a manner that will prevent spillage on adjacent surfaces and areas.
- B. Burning: Do not burn demolished materials.
- C. Disposal: Transport demolished materials off Owner's property and legally dispose of them.

3.6 SITE GRADING

- A. Import suitable fill material and top soil. Uniformly grade area of demolished construction to a smooth surface, free from irregular surface changes. Provide a smooth transition between adjacent existing grades and new grades. Soils shall be approved for use by Geotechnical Engineer. Soils shall be properly compacted and approved by Geotechnical Engineer to prevent settlement.
- B. Refer to Specification Section 31 22 00 Grading for additional information.

3.7 CLEANING

- A. Maintain a clean site on a daily basis to avoid blowing debris from the demolition activities. Upon completion of the project, the site and surrounding area shall be cleaned.

END OF SECTION 02 41 19

SECTION 07 13 26

SELF-ADHERING SHEET WATERPROOFING

PART 1 - GENERAL

1.1 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 01 Specification Sections, apply to this Section.

1.2 SUMMARY

- A. Section Includes:
 - 1. Butyl-backed waterproofing sheet membrane

1.3 REFERENCE STANDARDS:

- 1. ASTM E 96 Standard Test Methods for Water Vapor Transmission of Materials
- 2. ASTM D 903 Standard Test Methods for Peel or Stripping Strength of Adhesive Bonds
- 3. ASTM E 154 Standard Test Methods for Water Vapor Retarders Used in Contact with Earth Under Concrete Slabs, on Walls, or as Ground Cover
- 4. ASTM D 751 Standard Test Method for Coated Fabrics
- 5. ASTM D 7004 Standard Test Method for Grab Tensile Properties of Reinforced Geomembranes

1.4 PREINSTALLATION MEETINGS

- A. Preinstallation Conference: Conduct conference at Project site.
 - 1. Review waterproofing requirements including surface preparation, substrate condition and pretreatment, minimum curing period, forecasted weather conditions, special details and sheet flashings, installation procedures, testing and inspection procedures, and protection and repairs.

1.5 ACTION SUBMITTALS

- A. Product Data: For each type of product.
 - 1. Include construction details, material descriptions, and tested physical and performance properties of waterproofing.
 - 2. Include manufacturer's written instructions for evaluating, preparing, and treating substrate.
- B. Shop Drawings: Show locations and extent of waterproofing and details of substrate joints and cracks, sheet flashings, penetrations, inside and outside corners, tie-ins with adjoining waterproofing, and other termination conditions.
 - 1. Include setting drawings showing layout, sizes, sections, profiles, and joint details of pedestal-supported concrete pavers.
- C. Samples: For each exposed product and for each color and texture specified, including the following products:

1. 8-by-8-inch square of waterproofing and flashing sheet.
2. 4-by-4-inch square of drainage panel.

1.6 INFORMATIONAL SUBMITTALS

- A. Qualification Data: For Installer.
- B. Sample Warranties: For special warranties.

1.7 QUALITY ASSURANCE

- A. Installer Qualifications: An entity that employs installers and supervisors who are trained and approved by waterproofing manufacturer.
- B. Mockups: Build mockups to verify selections made under Sample submittals and to set quality standards for installation.
 1. Build for each typical waterproofing installation including accessories to demonstrate surface preparation, crack and joint treatment, corner treatment, and protection.
 - a. Size: 6' to 8' wide mock-up area on foundation wall.
 2. Approval of mockups does not constitute approval of deviations from the Contract Documents contained in mockups unless Architect specifically approves such deviations in writing.
 3. Subject to compliance with requirements, approved mockups may become part of the completed Work if undisturbed at time of Substantial Completion.

1.8 FIELD CONDITIONS

- A. Environmental Limitations: Apply waterproofing within the range of ambient and substrate temperatures recommended by waterproofing manufacturer.
 1. Do not apply waterproofing in snow, rain or fog.
- B. Maintain adequate ventilation during preparation and application of waterproofing materials.

1.9 WARRANTY

- A. Manufacturer's Warranty: Manufacturer's standard materials-only warranty in which manufacturer agrees to furnish replacement waterproofing material for waterproofing that does not comply with requirements or that fails to remain watertight within specified warranty period.
 1. Warranty Period: Ten (10) years from date of Substantial Completion.
- B. Installer's Special Warranty: Specified form, signed by Installer, covering Work of this Section, for warranty period of Two (2) years.
 1. Warranty includes removing and reinstalling protection board and drainage panels,

PART 2 - PRODUCTS

2.1 MATERIALS, GENERAL

- A. Source Limitations for Waterproofing System: Obtain waterproofing materials and molded-sheet drainage panels from single source from single manufacturer.

2.2 SELF ADHERING SHEET WATERPROOFING

- A. Composite Sheet Waterproofing: Minimum 60-mil nominal thickness, self-adhering composite sheet consisting of 40 mils of HDPE special-weave saturated with a fluid LDPE laminated to a 20-mils of high-performance butyl, polyethylene-film reinforcement, and with release liner on adhesive side.

1. Products: Subject to compliance with requirements, provide the following:
 - a. Basis of Design Product: Tremco, Inc., TREMproof 560.
2. Physical Properties:
 - a. Type: 20-mil high-performance butyl laminated to 40 mils of HDPE special-weave fabric
 - b. Color: Black
 - c. Solids: 100 %
 - d. Weight: 0.30 lbs sq ft 60 mil and 0.22 lbs per sq foot 45 mil
 - e. Puncture Resistance: Exceeds 500 lb (2224 N)
 - f. Hydrostatic Resistance: 685 psi (4723 kPa)
 - g. Application Temperature; Temperatures above 20°F (-6°C)

2.3 ACCESSORY MATERIALS

- A. General: Furnish accessory materials recommended by waterproofing manufacturer for intended use and compatible with sheet waterproofing.
- B. Joint Sealant: Elastomeric, single-component, silicone sealant, ASTM C 920 - Class 50, Type S, Grade NS, Use NT, M, A, O, G.
1. Basis of Design Product: **Tremco Inc., Spectrem 1**
- C. Joint Sealant: Elastomeric, single-component, silicone sealant, ASTM C 920 – Class 50, Type S, Grade NS, USE T, NT, M, A, O, I
1. Basis of Design Product: **Tremco Inc., Dymonic 100**
- D. Termination Mastic: Air barrier manufacturer's standard cold fluid-applied elastomeric liquid; trowel grade, with recommended glass-fiber mesh tape.
1. Basis of Design Product: **Tremco, Inc., ExoAir Termination Mastic**

2.4 MOLDED-SHEET DRAINAGE PANELS

- A. Nonwoven-Geotextile-Faced, Molded-Sheet Drainage Panel: Composite subsurface drainage panel consisting of a studded, non-biodegradable, molded-plastic-sheet drainage core; with a nonwoven, needle-punched geotextile facing laminated to one side of the core.

1. Products: Subject to compliance with requirements, provide the following:
 - a. Basis of Design Product: **Tremco, Inc., TREMDrain 6000**

PART 3 - EXECUTION

3.1 EXAMINATION

- A. Examine substrates, areas, and conditions, with Installer present, for compliance with requirements and other conditions affecting performance of the waterproofing.
- B. Verify that substrate is within the moisture limits recommended in writing by manufacturer.
- C. Verify that compacted subgrade is smooth, sound and ready to receive waterproofing sheet.
- D. Proceed with installation only after unsatisfactory conditions have been corrected.

3.2 SURFACE PREPARATION

- A. Clean, prepare, and treat substrates according to manufacturer's written instructions. Provide clean, dust-free, and dry substrates for waterproofing application.
- B. Remove grease, oil, bitumen, form-release agents, paints, curing compounds, and other penetrating contaminants or film-forming coatings from concrete.
- C. Remove fins, ridges, mortar, and other projections and fill honeycomb, aggregate pockets, holes, and other voids.
- D. Prepare, fill, prime, and treat joints and cracks in substrates. Remove dust and dirt from joints and cracks according to ASTM D 4258.
- E. Corners: Prepare and treat inside corners in accordance with manufacturer's written instructions.
- F. Prepare, treat, and seal vertical and horizontal surfaces at terminations and penetrations through waterproofing and at drains and protrusions according to ASTM D 6135.

3.3 SELF-ADHERED SHEET WATERPROOFING APPLICATION

- A. Install self-adhered sheet according to waterproofing manufacturer's written instructions.
- B. Apply and firmly adhere sheets over area to receive waterproofing. Accurately align sheets and maintain uniform 2-inch minimum lap widths and end laps. Overlap and seal seams, and stagger end laps to ensure watertight installation.
- C. Apply continuous sheets over already-installed sheet strips, bridging substrate cracks, construction, and contraction joints.
- D. Seal edges of sheet-waterproofing terminations with termination mastic.
- E. Install sheet-waterproofing and auxiliary materials to tie into adjacent waterproofing.

- F. Repair tears, voids, and lapped seams in waterproofing not complying with requirements. Slit and flatten fishmouths and blisters. Patch with sheet waterproofing extending 6 inches beyond repaired areas in all directions.
- G. Immediately install molded sheet drainage panels.

3.4 PROTECTION, REPAIR, AND CLEANING

- A. Protect waterproofing from damage and wear during remainder of construction period.
- B. Protect installed waterproofing system from damage due to UV light, harmful weather exposures, physical abuse, and other causes. Provide temporary coverings where insulation is subject to abuse and cannot be concealed and protected by permanent construction immediately after installation.
- C. Correct deficiencies in or remove waterproofing that does not comply with requirements; repair substrates, reapply waterproofing, and repair sheet flashings.
- D. Clean spillage and soiling from adjacent construction using cleaning agents and procedures recommended by manufacturer of affected construction.

END OF SECTION 07 13 26

SECTION 31 22 00

GRADING

PART 1 – GENERAL

1.01 DESCRIPTION OF WORK

- A. This Section covers excavation, fill, disposal of surplus earth and debris and finished grading.
- B. Related Work Specified Elsewhere: Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specification Section, apply to this Section.
 - 1. Division 31 Section “Erosion and Sedimentation Control” for erosion, sedimentation and pollution control measures.

1.02 QUALITY ASSURANCE

- A. Workmanship:
 - 1. Perform all Work in accordance with requirements of the Drawings and Specifications and in a manner which will insure reasonable accuracy in preserving lines and levels shown.
- B. Tests:
 - 1. Sufficient tests to ascertain that the specified density is being obtained, throughout the fill and backfill, will be made by a Geotechnical Engineer selected by the Owner and paid by the Owner.
- C. Observations & Instruction:
 - 1. Removal of unsuitable material shall be made at the direction and under the observation of the Geotechnical Engineer.
- D. Conform to applicable Local, State and Federal (OSHA) rules and regulations.
- E. A Georgia Registered Land Surveyor shall lay out all work, survey and maintain all property lines, spot elevations to ensure proper drainage and bench marks throughout construction as required.

1.03 SUBMITTALS

- A. General: Submittals shall be in accordance with Specification Section 01 30 00.
- B. Contractor shall submit a detailed time schedule of all earthwork operations to the Architect/ Geotechnical Engineer for review prior to commencing work.
- C. Any deviations from earthwork design concept shall be represented by the submittal of detailed engineered Shop Drawings which clearly illustrate the intent and scope of said deviation(s) for review and approval prior to proceeding with same.

1.04 NOTIFICATION

- A. Contractor shall notify Owner, Architect and Geotechnical Engineer 24 hours prior to commencing grading, excavation, land clearing and removal operations.

- B. Contractor shall notify all utilities in ample time for necessary measures to be taken to prevent interruption of service when utility lines which are to be removed, relocated and/or severed are encountered.

1.05 JOB CONDITIONS

- A. Subsurface Soil Data:
 - 1. The Contractor shall examine the site and shall decide for themselves the character of the materials to be encountered.
- B. Contractor shall survey and establish all property lines, property documentation, clearing boundaries, and existing grades. If existing grades are at variance with Drawings, Contractor shall promptly notify Architect and receive instructions prior to proceeding further with the Work. Contractor shall be fully responsible for conditions resulting from their failure to do so. Contractor shall utilize a Registered Land Surveyor currently registered to practice land surveying in the State of Georgia.
- C. Contractor, upon becoming aware of subsurface or latent physically changed conditions differing from those disclosed by the subsurface investigations, shall promptly notify Owner and the Architect verbally to permit verification of the conditions, and follow immediately in writing to describe the nature and extent of the differing conditions. No claim by Contractor for any conditions differing from those anticipated in the Drawings and Specifications shall be allowed, unless Contractor has so notified Owner, verbally and in writing, as required above, of such changed conditions.
- D. Contractor is solely responsible for all earth quantities and to render the finished grade elevations of the Project as indicated on the Drawings. Exportation (i.e., "haul off") of "excess" soil materials to achieve final design grade shall be included in the Contract Sum. Export of unsuitable materials at the direction of Geotechnical Engineer will be compensated at the unit price allowance in the Bid Form.
- E. Environmental Requirements:
 - 1. Burning. No burning of waste will be permitted.
 - 2. Newly Graded Areas. Take every precaution and temporary measure necessary, such as temporary seeding, to prevent damage from erosion of freshly graded areas. Repair any settlement or washing that may occur prior to completion of the work and re-establish the grades to the required elevations and slopes at no additional cost to the Owner. This shall apply to damage to the newly graded areas within the construction limits and damage to adjacent properties by eroded materials.
 - 3. Any underground utilities found to exist within the earthwork and not shown on the Drawings shall be removed and/or relocated in accordance with the General Requirements.
- F. Utility Location:
 - 1. Notify all utility companies by calling the Utility Protection Center at 811 in ample time for necessary measures to be taken to prevent interruption of service when utility lines which are to be removed are encountered.
 - 2. Move, relocate, reroute any and all said utilities, poles, guys, appliances or appurtenances as required or coordinate said relocation as part of the base bid.
- G. Protection:
 - 1. Trees.
 - a. General Protection. The Contractor shall be responsible for the protection of tops, trunks and roots of existing trees on project site that are to remain. Box, fence or protect existing trees subject to construction damage before any work is started, remove boxing when directed. Do not permit heavy equipment or stockpiles within

branch spread. Remove interfering branches without injury to trunks and cover scars with tree paint.

- H. Maintain vehicular access to all properties nearby and adjacent throughout the duration of the project.
- I. Contractor shall provide dewatering and drainage as required to accomplish the Work. No excavation may proceed until a suitable dewatering plan has been provided and approved by the Owner, Architect and Geotechnical Engineer. Contractor shall take care to ensure that ponding of water does not occur. In the event that ponding of water does occur, Contractor shall immediately take the necessary measures to eliminate said ponding. Submit dewatering procedures to Architect for review. All dewatering shall be included in the Contract Sum, including the unit price allowance in the Schedule of Unit Prices.
- J. All expenses related to removal, relocation, replacement and/or rerouting of any and all existing utilities or other built, stored, stockpiled items of any kind, surface or subsurface is the responsibility of Contractor and shall be included in the Contract Sum.

PART 2 – PRODUCTS

2.01 TOPSOIL

- A. Topsoil shall consist of local, fertile, friable, natural soil of loamy character, free of clay lumps, stones in excess of 1" in greatest dimension, typical of project locality, and containing no chemicals harmful to plant growth.

2.02 UNSUITABLE SOIL

- A. Unsuitable soil materials shall consist of materials not capable of being compacted to density required; rock, debris and organic material including muck, which is a wet organic material which cannot support rolling or light trawler tractor type of equipment and requires removal by power shovels or draglines; or material otherwise identified, classified and quantified as unsuitable by the Geotechnical Engineer.
- B. Non-organic materials are considered as unsuitable include non-organic debris not capable of being compacted to density required including, but not limited to, metal objects such as appliances, metal fencing, tires, etc.
- C. Wet soil is not considered unsuitable soil; Contractor shall dry wet soils out to render it usable and must be capable of being compacted to the density requirements. Suitability shall be determined by the Geotechnical Engineer.
- D. Suitability of materials encountered on site relates only to the utility of said materials within the context of this project, on the subject site. Suitability to be determined by the Geotechnical Engineer.

2.03 FILL

- A. Suitable fill material shall consist of local, clean, non-active, organic free subsoil, free from debris, roots, topsoil, frozen material and rock fragments equal to or less than 1". In areas of massive fills or disposal pits, the Geotechnical Engineer shall determine the maximum size of rock. The soil should exhibit a plasticity index of 30 or less and a dry unit weight of at least 90 pcf. Residual material to be used as fill material shall be tested and approved by Geotechnical Engineer for degree of compaction specified for its intended use.
- B. For fill soils to be imported, the Contractor is responsible to provide samples of same for laboratory testing by the Geotechnical Engineer to determine moisture/density relationship (Proctor value).

Additionally, the Contractor shall identify the location of any "borrow pits" so that the Geotechnical Engineer may inspect same to determine suitability of the general soils which the Contractor intends to import to the project site.

2.04 GRAVEL

- A. Gravel fill shall consist of crushed stone or gravel, graded so that 100% passes 1-1/2" sieve, meeting ASTM C33 specification for #57 stone.

2.05 CRUSHED STONE (CRUSHER RUN)

- A. Crushed stone shall consist of sound durable particles of crusher run rock, passing a two inch sieve and not more than seven percent passing a No. 200 sieve and free from unsuitable materials.

2.06 GRANULAR BEDDING

- A. Granular bedding and backfill material shall consist of a granular soil, sand, chert, crushed stone or mixture of these, all of which passes a 3/4 inch sieve, 80% passing a 3/8 inch sieve and not more than 12% passing a No. 200 sieve. Material shall be free of organic matter and debris.

2.07 ROCK

- A. Rock consists of three (3) types: Rippable Weathered Rock, Mass Rock and Trench Rock. Rippable Weathered Rock is part of the Work and shall be included in the Contract Sum. Mass Rock and Trench Rock removal shall be paid for at the unit price in the Unit Price Schedule as classified, qualified and quantified by Geotechnical Engineer.
 - 1. Rippable Weathered Rock is defined as residual material having a volume greater than one cubic yard that, in the opinion of the Geotechnical Engineer, can be effectively plowed, spaded, or removed with power driven excavating equipment having been first loosened with a track-mounted bulldozer equipped with a ripper shank.
 - 2. Mass Rock and Trench Rock are defined as residual material having a volume greater than 1 cubic yard for mass excavation or 3/4 cubic yard for trench or pit excavation that cannot be removed by rock excavating equipment equivalent to the following in size and performance ratings, without systematic drilling, ram hammering, or blasting.
 - a. Mass Rock – Mass Excavation: Late-model, track mounted bulldozer equipped with single-tooth ripper shank; rated at not less than 230 HP flywheel power and developing a min. of 50,000-lbf pryout force; measured according to SAEJ-732.
 - b. Trench Rock – Excavation of Trenches and Pits: Late-model., track-mounted hydraulic excavator; equipped with a 42-inch wide, short-tip-radius rock bucket; rated at not less than 120-hp flywheel power with bucket-curling force of not less than 25,000 lbf and stick-crown force of not less than 18,700 lbf; measures according to SAEJ-1179.

PART 3 – EXECUTION

3.01 INSTALLATION/APPLICATION/PERFORMANCE/ERECTION

- A. Grading.
 - 1. When fills are to be constructed over cultivated or fallowed land, the entire area upon which the fill is to be constructed shall first be cleared of vegetation and then smoothed with a blade grader. When fills are to be constructed over sodded surfaces, strip the sod to a depth of 2 inches. Then roll these smoothed or stripped surfaces to the specified density required for fill prior to the fill material placement. Dispose of stripped material as waste and completely remove from the site.

2. Conservation of Topsoil. Excavate the topsoil as necessary to reach underlying non-organic soils and spread on areas already graded and prepared for topsoil or deposit in storage piles convenient to the areas which are subsequently to receive application of topsoil. All landscape areas to receive 4 inches of topsoil. Stockpile topsoil free of roots, stones and other undesirable material. Keep topsoil, when stored, separate from other excavated materials. Cover storage piles as required to prevent wind blown dust. Topsoil stockpiles are to be contained with at least one row of type 'A' silt fence and are to be seeded and mulched to prevent erosion.
3. Excavation. Perform excavation of material of every description and of whatever substances encountered within the grading limits of the project to the lines and grades indicated on the Drawings. Any material excavated that is not required to achieve final grade elevations shall be considered excess and is the responsibility of the Contractor. Perform excavation and filling in a manner and sequence that will provide drainage at all times.
 - a. Rock: If rock is encountered, as described in Article 2.7, clear away earth and expose materials. Notify Architect/Geotechnical Engineer and receive written instructions prior to excavations. Geotechnical Engineer shall identify, qualify and verify quantity and extent of rock to be excavated. Only rock excavation done in accordance with Architect/Geotechnical Engineer's instructions will be paid for by Owner in accordance with Specification Section 01 27 00 Unit Prices of the Contract. Contractor shall remove rock in accordance with the following:
 - i. To a depth of six inches (6") below proposed slabs and pavement.
 - ii. Twenty four inches (24") on each side of and below footings of the proposed building walls.
 - iii. Six inches (6") below and eight inches (8") to each side, conduits, ducts and pipes installed in utility trenches, with minimum width of thirty six inches (36").
 - iv. Twelve inches (12") below finished design level in areas to receive landscaping and seeding.
 - b. Suitable Material: Transport to and place all suitable excavated material in the fill areas within the limits of the work as specified and as shown on the Drawings.
 - c. Unsuitable Material: All excavated materials to achieve designed subgrades, such as weeds, sod, trash, construction debris, perishable materials, logs, stumps, and any surplus or excess of excavated material which is not required for fill, shall be removed from project site and legally disposed of by the Contractor at no additional cost to the Owner.
4. Preparation of Ground Surface for Fill. Sloped ground surfaces steeper than 5 to 1 upon which fill is to be placed shall be plowed, stepped or broken up in such a manner that fill material will bond with the existing surfaces. Wet and compact prepared surfaces as specified.
5. Fills. Construct fills at the locations and to the lines and grades indicated on the Drawings. Make sure that the completed fill corresponds to the shapes shown on the Drawings or meets the requirements of the particular case. Use all suitable material removed from the excavation in forming the necessary fill. All fill material shall be reasonably free from logs, stumps, sod, weeds, or other perishable material, trash, frozen material and from all stones having a maximum dimension greater than 6 inches. No stones shall be permitted in the top 12 inches of fills. Place the material in successive horizontal layers to a depth that will allow required compaction to be achieved throughout the full depth of the lift and in no case exceeding 12 inches in loose depth. Keep fill material spread uniformly. Remove any soft sections, and fill holes or depressions to required grades with approved material and shape the entire area to line, grade, and cross section and thoroughly compact as specified. The Contractor is responsible for adjustment of the moisture content of the fill material if necessary so that the specified compaction can be obtained. The rough grade for the entire site or portion thereof shall be approved by the Architect before placement of any topsoil.
 - a. Subgrade Preparation. Shape, dress, moisten and compact as specified subgrades for all drives, parking areas, sidewalks and other structures. Test the subgrade for

SECTION 31 25 00

EROSION AND SEDIMENTATION CONTROL

PART 1 – GENERAL

1.01 SCOPE

A. Submittals and Permits:

1. General: Submittals shall be in accordance with Specification Section 01 30 00.
2. All fines imposed for improper erosion, sedimentation and pollution control shall be paid by the Contractor.
3. Land disturbance activity shall not commence until Permits are issued.
4. Submit with the required Schedule of Values a monthly monetary figure for maintenance of all erosion, sediment and erosion controls and Best Management Practices (BMP's) controls.
5. Include within the overall project schedule all erosion, sediment and pollution control operations. Illustrate understanding that all said measures are to be continuously maintained throughout the duration of the project until vegetation is stabilized and all sources of pollution are rendered non-active.
6. All replacement of measures as operations progress or are sequenced are part of the scope of this contract.
7. The Contractor shall adhere to all NPDES measures and requirements.
8. The extent of all erosion, sediment, and pollution control measures are the Contractor's responsibility.

B. Basic Principles:

1. Contain all erosion, sediment and pollution on the project site.
2. Conduct the earthwork and excavation activities in such a manner to fit the topography, soil type and condition.
3. Minimize the disturbed area and the duration of exposure to erosive elements.
4. Stabilize disturbed areas immediately.
5. Safely convey run-off from the site to an outlet such that erosion will not be increased off site.
6. Do not encroach upon watercourses or any downstream properties.
7. Install and/or replace erosion, sediment and pollution control measures concurrent with or prior to any land disturbance activities.

C. Temporary Erosion and Sedimentation Control: In general, temporary erosion and sedimentation control procedures shall be directed toward:

1. Preventing soil erosion at the source.
2. Preventing silt and sediment from entering any waterway if soil erosion cannot be prevented.
3. Preventing silt and sediment from migrating downstream in the event it cannot be prevented from entering the waterway.

D. Permanent Erosion Control: Permanent vegetative cover shall be established on all non-paved disturbed areas and permanent erosion control measures shall be implemented to prevent sedimentation of the waterways and to prevent erosion of the Project site.

1.02 QUALITY ASSURANCE

A. General: Perform all work under this Section in accordance with all pertinent rules and regulations including, but not necessarily limited to, those stated herein and these Specifications.

- B. All work shall conform to the “Manual for Erosion and Sediment Control in Georgia published by the Georgia Soil and Water Conservation Commission.
- C. Acquire a copy of “Field Manual for Erosion and Sediment Control in Georgia, Vegetation and Structural Best Management Practices (BMP’s) for Land Disturbing Activities” as published by the Georgia Soil and Water Commission, latest edition.
- D. Conflicts: Where provisions of pertinent rules and regulations conflict with these Specifications, the more stringent provisions shall govern.

PART 2 – PRODUCTS

2.01 TEMPORARY EROSION AND SEDIMENTATION CONTROL MATERIALS

- A. Silt Fence: Silt fence shall meet the requirements of Section 171 - Temporary Silt Fence of the Department of Transportation, State of Georgia, Standard Specification, latest edition. Silt fence fabric must be on the Georgia DOT qualified Product List.
- B. Filter stone shall be crushed stone conforming to Georgia Department of Transportation Table 800.01H, Size Number 3.
- C. Colloidal Polymer applied as a liquid such as silt stop APS 600 series as manufactured by Applied Polymer Systems, Norcross, GA or approved equal.
- D. Colloidal Polymer applied in a dry form such as Silt Stop 700 Series as manufactured by Applied Polymer Systems, Norcross, GA or approved equal.
- E. Filter fabric for use with #57 stone at storm inlets shall be a monofilament, polypropylene woven fabric meeting the specifications as established by Task Force 25 for the Federal Highway Administration. The filter fabric shall have an equivalent opening size (EOS) of 70. Filter fabric shall be Mirafi, Amoco, Exxon, or approved equal prior to Bid.

PART 3 – EXECUTION

3.01 GENERAL

- A. Standards: Provide all materials and promptly take all actions necessary to achieve effective erosion and sedimentation control in accordance with the Georgia Erosion and Sedimentation Act of 1975 with latest amendments, local enforcing agency guidelines and these Specifications.
- B. Implementation: The work shown on the approved plans and working drawings shall be considered a minimum requirement. What is shown does not relieve the Contractor of the responsibility to actively take all steps necessary to control soil erosion, sedimentation and pollution.

3.02 TEMPORARY EROSION AND SEDIMENTATION CONTROL

- A. Temporary erosion and sedimentation control procedures should be initially directed toward preventing silt and sediment from departing the site boundaries or enter any drainage ways.
- B. Silt dams, silt fences, traps, barriers, rock, check dams, appurtenances and other temporary measures and devices shall be installed as indicated on the Approved Plans and Working Drawings, shall be maintained until no longer needed, and shall then be removed. Deteriorated hay bales and dislodged filter stone shall be replaced with new materials.

- C. Where permanent grassing is not appropriate, and where the Contractor's temporary erosion and sediment control practices are inadequate, the Architect may direct the Contractor to provide temporary vegetative cover. Such temporary vegetative cover shall be provided by the Contractor in accordance with the Vegetative Schedules shown on the Drawings.
- D. All erosion and sedimentation control devices, including check dams, shall be inspected by the Contractor at least weekly and after each rainfall occurrence and cleaned out and repaired by the Contractor as necessary or as directed by the Architect.
- E. For all newly disturbed, graded or exposed soil surfaces, apply 1.5 gals/acre of APS 600 Series Silt Stop as manufactured by Applied Polymer Systems, Norcross, GA or equal in a hydroseeder mix of appropriate seed, fertilizer, lime, and mulch for the same acre. Follow all manufacturer's instructions and recommendations. Do not mechanically disturb treated areas after application. Contractor shall furnish and install as necessary a minimum 200 lbs. of APS 700 Series Silt Stop as manufactured by Applied Polymer Systems, Norcross, GA. or equal for incidental "touch-up" or point source erosion areas.

3.03 PERMANENT EROSION CONTROL

- A. Permanent erosion control shall include:
 - 1. Restoring the work site to its original contours, unless shown otherwise on the Drawings or directed by the Architect.
 - 2. Permanent vegetative cover shall be performed in accordance with Article 3.04 Grassing of this Section.
- B. Permanent erosion control measures shall be implemented as soon as practical after the completion of pipe installation or land disturbance for each segment of the Project. In no event shall implementation be postponed when no further demolition activities will impact that portion or segment of the Project. Partial payment requests may be withheld for those portions of the Project not complying with this requirement.

3.04 GRASSING (SOD)

- A. General:
 - 1. All references to grassing shall relate to establishing permanent vegetative cover as specified herein and on Drawings for sod, fertilizing, etc.
 - 2. Specified permanent grassing shall be performed at the first appropriate moment following establishment of final grading of the site.
- B. Where permanent vegetative cover (sod) cannot be immediately established due to season or other circumstances, the Contractor shall provide temporary vegetative cover. The Contractor shall return to the site at the appropriate season to install permanent vegetation in areas that have received temporary vegetative cover, if not previously provided. If sod gets installed during its dormant period, the Contractor shall be required to maintain and water all sod until proper green up has occurred and Owner is satisfied with permanent grassing on site. Contractor will be required to provide fertilizer and water as required. It shall be the obligation of the Contractor to secure a satisfactory growth of sod before final acceptance of the project by Owner.

END OF SECTION 31 25 00

SECTION 31 31 16

TERMITE CONTROL

PART 1 – GENERAL

1.01 RELATED DOCUMENTS

- A. Drawings and general provisions of the Contract, including General and Supplementary Conditions and Division 1 Specifications Sections, apply to this Section.

1.02 SUMMARY

- A. This Section includes soil treatment for termite control at Eagle Tavern location.

1.03 SUBMITTALS

- A. General: Submittals shall be in accordance with Specification Section 01 33 00.
- B. Product data and application instructions.
- C. Certification that products used comply with U.S. Environmental Protection Agency (EPA) regulations for termiticides.

1.04 QUALITY ASSURANCE

- A. In addition to requirements of these specifications, comply with manufacturer's instructions and recommendations for preparing substrate and application.
- B. Engage a professional pest control operator who is licensed according to regulations of governing authorities to apply soil treatment solution.
- C. Use only termiticides that bear a federal registration number of the EPA and are approved by local authorities having jurisdiction.

1.05 JOB CONDITIONS

- A. Restrictions: Do not apply soil treatment solution until excavating, filling, and grading operations are completed, except as otherwise required in construction operations.
- B. To ensure penetration, do not apply soil treatment to frozen or excessively wet soils or during inclement weather. Comply with handling and application instructions of the soil toxicant manufacturer.

1.06 WARRANTY

- A. Warranty: Furnish written warranty, executed by Applicator and Contractor, certifying that applied soil termiticide treatment will prevent infestation of subterranean termites. If subterranean termite activity is discovered during warranty period, Contractor will re-treat soil and repair or replace damage caused by termite infestation.
- B. Warranty Period: Five (5) years from date of Substantial Completion.

- C. The warranty shall not deprive the Owner of other rights the Owner may have under other provisions of the Contract Documents and will be in addition to and run concurrent with other warranties made by the Contractor under requirements of the Contract Documents.

PART 2 – PRODUCTS

2.01 SOIL TREATMENT SOLUTION

- A. Basis-of-Design product: Termidor termiticide/insecticide by BASF or equal

PART 3 – EXECUTION

3.01 APPLICATION

- A. Surface Preparation: Remove foreign matter that could decrease treatment effectiveness on areas to be treated. Loosen, rake, and level soil to be treated, except previously compacted areas under slabs and foundations.
- B. Mix and apply product in strict accordance with manufacturer’s written requirements.
- C. Post signs in areas of application to warn workers that soil termiticide treatment has been applied. Remove signs after areas are covered by other construction.
- D. Reapply soil treatment solution to areas disturbed by subsequent excavation, landscape grading, or other construction activities following application.

END OF SECTION 31 31 16

EXHIBIT A

CONSTRUCTION DOCUMENTS FOR:

OCONEE COUNTY EAGLE TAVERN & CENTRAL SCHOOL HOUSE FOUNDATION REPAIRS

WATKINSVILLE, GEORGIA

General Notes

1. THESE DRAWINGS HAVE BEEN DEVELOPED FROM OWNER INPUT AND SITE VISITS. THE CONTRACTOR SHALL VERIFY THAT THESE DRAWINGS CORRESPOND TO EXISTING FIELD CONDITIONS AND NOTIFY THE ARCHITECT IMMEDIATELY OF ANY INCONSISTENCIES BEFORE PROCEEDING WITH SELECTIVE DEMOLITION AND CONSTRUCTION.
2. THE CONTRACTOR SHALL NOTIFY THE ARCHITECT IMMEDIATELY OF ANY WORK INDICATED IN THE CONTRACT DOCUMENTS THAT CANNOT BE PERFORMED IN ACCORDANCE WITH THE DOCUMENTS DUE TO EXISTING FIELD CONDITIONS.
3. DO NOT SCALE DRAWINGS. USE ALL WRITTEN DIMENSIONS ONLY. IF DIMENSIONS ARE IN QUESTION, THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING WRITTEN CLARIFICATION FROM THE ARCHITECT BEFORE CONTINUING WITH CONSTRUCTION.
4. ALL WORK SHALL BE IN COMPLIANCE WITH THE BUILDING CODES, RECOGNIZED INDUSTRY STANDARDS, CRAFTSMANSHIP STANDARDS IN THE AREA, AND ALL MANUFACTURER'S RECOMMENDATIONS.
5. THE CONTRACTOR(S) SHALL BE RESPONSIBLE FOR BUILDING THIS PROJECT IN ACCORDANCE WITH THE DRAWINGS, SPECIFICATIONS AND STATE AND LOCAL CODES, UNLESS WRITTEN NOTIFICATION IS RECEIVED FROM THE ARCHITECT.
6. DAMAGE TO THE EXISTING BUILDING AND SITE FEATURES/LANDSCAPING SHALL BE REPAIRED. ALL REPAIRS SHALL BE APPROVED BY OWNER AND ARCHITECT PRIOR TO START OF REPAIR WORK. ALL REPAIRS SHALL MATCH THE EXISTING BUILDING AND SITE AND SHALL BE PERFORMED AS PART OF THIS CONTRACT WITHOUT ADDITIONAL COST TO OWNER.
7. THE CONTRACTOR SHALL VERIFY LOCATION OF EXISTING UTILITIES BEFORE COMMENCING WORK. CARE SHALL BE TAKEN TO PROTECT ALL UTILITIES WHICH ARE TO REMAIN.
8. THE CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY CONSTRUCTION, SHORING, SUPPORT AND ALL STAGING, SCHEDULING, MATERIAL DELIVERIES AND OTHER ITEMS THAT AFFECT THE SEQUENCE OF CONSTRUCTION OR SCHEDULING THE CONSTRUCTION PROJECT.
9. THE CONTRACTOR SHALL VERIFY ALL CLEARANCES, DIMENSIONS AND SIZES PRIOR TO ORDERING OR PURCHASING ASSEMBLIES OR FIXTURES FOR CONSTRUCTION.
10. THE BUILDING AND SITE SHALL BE KEPT IN A CLEAN AND ORDERLY MANNER AT ALL TIMES. THE GENERAL CONTRACTOR AND ALL SUBCONTRACTORS SHALL BE RESPONSIBLE FOR DISPOSING OF DEBRIS IN A CONSISTENT AND LEGAL MANNER.
11. THE CONTRACTOR SHALL PROVIDE ADEQUATE BRACING AND SHORING FOR ALL WORK DURING THE SELECTIVE DEMOLITION AND CONSTRUCTION PERIOD.
12. ALL BIDDING CONTRACTORS/SUBCONTRACTORS SHALL VISIT THE SITE PRIOR TO SUBMITTING A BID. ALL BIDDERS SHALL BE FAMILIAR WITH THE SITE/BUILDING AND ALL EXISTING CONDITIONS.
13. THE CONTRACTOR IS SOLELY RESPONSIBLE FOR PROVIDING ALL NECESSARY SAFETY MEASURES REQUIRED.
14. IN THE EVENT THE OWNER, THE OWNER'S CONTRACTORS OR SUBCONTRACTORS, OR ANYONE FOR WHICH THE OWNER IS LEGALLY LIABLE MAKES OR PERMITS TO BE MADE ANY CHANGES TO THE CONSTRUCTION DOCUMENTS PREPARED BY PRECISION PLANNING, INC. RELATING TO THIS PROJECT WITHOUT OBTAINING PRECISION PLANNING, INC.'S PRIOR WRITTEN CONSENT, THE OWNER SHALL ASSUME FULL RESPONSIBILITY FOR THE RESULTS OF SUCH CHANGES. THEREFORE THE OWNER AGREES TO WAIVE ANY CLAIM AGAINST PRECISION PLANNING, INC. AND TO RELEASE PRECISION PLANNING, INC. FROM ANY LIABILITY ARISING DIRECTLY OR INDIRECTLY FROM SUCH CHANGES.
15. WHERE A DETAIL, TYPICAL DETAIL, SECTION, TYPICAL SECTION OR AS NOTED IS INDICATED FOR ONE CONDITION, IT SHALL APPLY FOR ALL LIKE OR SIMILAR CONDITIONS UNLESS NOTED OTHERWISE.
16. FIELD VERIFY ALL DIMENSIONS PRIOR TO FABRICATION AND INSTALLATION.
17. COORDINATE LOCATION OF MECHANICAL, PLUMBING AND ELECTRICAL EQUIPMENT IN THE FIELD.
18. ALL WORK PHASES SHALL BE COORDINATED WITH OWNER.
19. IF ANY SERVICES TO BUILDING REQUIRE INTERRUPTION FOR ANY REASON, PROPER NOTICE MUST BE GIVEN TO THE OWNER PRIOR TO SCHEDULING OF THIS WORK.
20. ALL MATERIALS USED FOR CONSTRUCTION SHALL BE NEW.
21. REMOVE ONLY THOSE PORTIONS OF EXISTING CONSTRUCTION ASSEMBLIES NECESSARY TO ACCOMMODATE THE WORK. ALL REPAIRS AND PATCHING SHALL MATCH EXISTING.
22. CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING EXISTING CONSTRUCTION TO REMAIN BY ANY MEANS NECESSARY FROM DAMAGE AND ACCUMULATION OF DUST FOR THE DURATION OF CONSTRUCTION ACTIVITIES. ANY EXISTING ITEMS TO REMAIN THAT ARE DAMAGED SHALL BE REPAIRED OR REPLACED AS NECESSARY BY CONTRACTOR AT NO COST TO THE OWNER.
23. EXISTING EQUIPMENT LOCATED NEAR WORK AREAS SHALL BE PROTECTED FROM DUST AND/OR DAMAGE RESULTING FROM DEMOLITION AND CONSTRUCTION ACTIVITIES.
24. CONTRACTOR PROVIDED FULLY CHARGED FIRE EXTINGUISHERS SHALL BE READILY ACCESSIBLE DURING ALL DEMOLITION AND CONSTRUCTION ACTIVITIES.
25. ENSURE SAFE PASSAGE OF PEOPLE AROUND DEMOLITION AND CONSTRUCTION AREAS. ERECT TEMPORARY PROTECTION/BARRICADES AS REQUIRED.
26. CONDUCT DEMOLITION AND DEBRIS-REMOVAL OPERATIONS TO ENSURE MINIMUM INTERFERENCE WITH AND DAMAGE TO ROADS, STREETS, CURBS, CURB INLETS, DRAINS, WALKS, WALKWAYS, LANDSCAPING AND OTHER ADJACENT FACILITIES. ALL DAMAGE SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE.
27. DOCUMENT ANY EXISTING DAMAGE TO SURROUNDING BUILDING AND SITE. ALL NON-DOCUMENTED DAMAGE SHALL BE REPLACED OR REPAIRED AT NO EXPENSE TO THE OWNER. OWNER SHALL BE SOLE JUDGE OF DETERMINING IF REPAIR IS ACCEPTABLE OR NOT.
28. ASSIGN THE WORK OF REMOVAL, CUTTING AND PATCHING TO TRADES QUALIFIED TO PERFORM THE WORK IN A MANNER WHICH CAUSES THE LEAST DAMAGE TO EACH TYPE OF WORK AND PROVIDE MEANS OF RETURNING SURFACES TO THE APPEARANCE OF NEW WORK.
29. ALL DEMOLITION WORK SHALL COMPLY WITH THE REQUIREMENTS OF NFPA 241, STANDARD FOR SAFEGUARDING CONSTRUCTION, ALTERATION AND DEMOLITION OPERATIONS.
30. IT IS BELIEVED THAT ASBESTOS OR ANY OTHER HAZARDOUS OR TOXIC MATERIALS DO NOT EXIST IN THE AREA OF WORK DESCRIBED IN THESE DOCUMENTS. THESE DOCUMENTS DO NOT INCLUDE ANY WORK INVOLVING ASBESTOS OR ANY OTHER HAZARDOUS OR TOXIC MATERIALS. NEITHER PRECISION PLANNING, INC. NOR THE SUCCESSFUL BIDDER SHALL BE REQUIRED TO PARTICIPATE IN THE REMOVAL AND/OR CONTAINMENT OF ANY HAZARDOUS SUBSTANCE. IF THE CONTRACTOR ENCOUNTERS ASBESTOS OR ANY OTHER HAZARDOUS OR TOXIC MATERIALS, THEY ARE TO IMMEDIATELY NOTIFY THE OWNER AND CEASE WORK IN THAT LOCATION UNTIL CONDITIONS HAVE BEEN ABATED.

Project Information

PROJECT LOCATION 1: EAGLE TAVERN
ADDRESS: 26 NORTH MAIN STREET
 WATKINSVILLE, GA 30611

CURRENT BUILDING USE: MUSEUM

LISTED ON NATIONAL REGISTER OF HISTORIC PLACES

HISTORIC MASONRY FOUNDATION WALLS
 WOOD FRAMED FLOOR SUPPORT SYSTEM
 APPROXIMATE BUILDING FOOT PRINT: 36' X 18'

PROJECT LOCATION 2: CENTRAL SCHOOL HOUSE
ADDRESS: 2543 MASON HAY
 WATKINSVILLE, GA 30611

CURRENT BUILDING USE: VACANT

MASONRY FOUNDATION PIERS, CRAWL SPACE
 WOOD FRAMED FLOOR SUPPORT SYSTEM
 APPROXIMATE BUILDING FOOT PRINT: 16' X 42'

Project Directory

OWNER:
 OCONEE COUNTY BOARD OF COMMISSIONERS
 23 NORTH MAIN STREET
 WATKINSVILLE, GEORGIA 30611
 CONTACT: ALEX NEVELL

STRUCTURAL ENGINEER:
 WILLIAM J. FELTIER AND ASSOCIATES, INC.
 210 LANGLEY DRIVE
 LAWRENCEVILLE, GEORGIA 30046
 CONTACT: ALEX NEVELL

ARCHITECT:
 PRECISION PLANNING, INC.
 400 PIKE BOULEVARD
 LAWRENCEVILLE, GEORGIA 30046
 (770) 338-8000
 CONTACT: LANCE DAVIS, AIA

Current Codes

THE FOLLOWING CODES SHALL GOVERN FOR PROJECTS PERMITTED IN 2020:

INTERNATIONAL BUILDING CODE (IBC)
 2018 EDITION WITH 2020 AMENDMENTS

NATIONAL ELECTRICAL CODE (NECA)
 2017 EDITION

INTERNATIONAL FUEL GAS (IFG)
 2018 EDITION WITH 2020 AMENDMENTS

INTERNATIONAL MECHANICAL CODE (IMC)
 2018 EDITION WITH 2020 AMENDMENTS

INTERNATIONAL PLUMBING CODE (IPC)
 2018 EDITION WITH 2020 AMENDMENTS

INTERNATIONAL ENERGY CONSERVATION CODE (IECC)
 2018 EDITION WITH 2020 AMENDMENTS

GUINNETT COUNTY CONSTRUCTION CODE:
 2015 EDITION

FIRE CODES:
 NFPA 101 LIFE SAFETY CODE:
 2018 EDITION

INTERNATIONAL FIRE CODE (IFC)
 2018 EDITION

O.C.G.A. TITLE 28 (STATE FIRE LAW)

O.C.G.A. TITLE 30 (ACCESS TO AND USE OF PUBLIC FACILITIES BY PERSONS WITH DISABILITIES)

2010 ADA STANDARDS

Project Description

THIS PROJECT GENERALLY CONSISTS OF THE FOLLOWING:

PROJECT LOCATION 1 - EAGLE TAVERN FOUNDATION REPAIRS:

INSTALL NEW FOOTINGS AND STEEL COLUMNS AT PERIMETER FOUNDATION WALLS. REMOVE AND REINSTALL EQUIPMENT BASEMENT AS REQUIRED. REMOVE EXISTING EXTERIOR ITEMS AND SOILS AT PERIMETER FOUNDATION WALLS. INSTALL NEW CMU FOUNDATION WALLS AND WATERPROOFING. REPLACE SOILS AND EXTERIOR ITEMS AS REQUIRED.


PROJECT LOCATION 2 - CENTRAL SCHOOL HOUSE FOUNDATION REPAIRS:

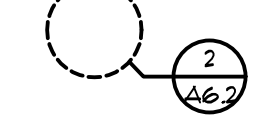
RE-GRADE FINISHED SURFACE OF GROUND ON SOUTHWEST SIDE OF BUILDING TO CREATE PROPER DRAINAGE AWAY FROM BUILDING INTO EXISTING DRAINAGE SWALE. INSTALL NEW CMU PIERS AND FRAMING SUPPORT UNDER BUILDING.


PROVIDE ADD ALTERNATE TO REPLACE EXISTING BENT WOOD COLUMNS WITH NEW WOOD COLUMNS ON MAIN LEVEL. AT THREE LOCATIONS, APPEARANCE OF NEW WOOD COLUMNS SHALL MATCH EXISTING. REFER TO PLANS FOR LOCATIONS.

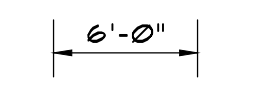
Symbol Legend

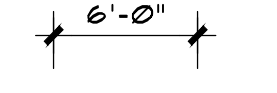
A2.1 SHEET REFERENCE


 FLOOR PLAN DRAWING TITLE
SCALE: 1/4" = 1'-0"


 DETAIL REFERENCE

 SECTION REFERENCE

 DIMENSION LINE TO FINISH ASSEMBLIES

 DIMENSION LINE TO FACE OF STUD OR MASONRY

 PLAN KEY NOTE

 NORTH INDICATOR TRUE NORTH

Drawing Index

SHEET	DRAWING NAME
CS	COVER SHEET

ARCHITECTURAL

D21A PHASE ONE DEMOLITION PLAN AND DETAILS
 D22A PHASE TWO DEMOLITION PLAN AND DETAILS
 A11A EAGLE TAVERN NEW SITE PLAN
 A21A EAGLE TAVERN FOUNDATION PLAN
 A22A EAGLE TAVERN FOUNDATION DETAILS
 A23A EAGLE TAVERN FRAMING PLAN AND DETAILS
 A11B CENTRAL SCHOOL HOUSE NEW SITE PLAN
 A21B CENTRAL SCHOOL HOUSE NEW FLOOR PLAN

STRUCTURAL

S11 GENERAL NOTES
 S21A EAGLE TAVERN FOUNDATION PLAN
 S22A EAGLE TAVERN FLOOR FRAMING REINFORCING PLAN
 S31A EAGLE TAVERN SECTIONS AND DETAILS
 S21B CENTRAL SCHOOL HOUSE FOUNDATION REPAIR PLAN
 S22B CENTRAL SCHOOL HOUSE FRAMING REPAIR PLAN
 S31B CENTRAL SCHOOL HOUSE SECTIONS AND DETAILS

Project Phasing

PROJECT LOCATION 1: EAGLE TAVERN

WORK CARRIED OUT AT THE EAGLE TAVERN LOCATION SHALL BE PERFORMED IN MULTIPLE PHASES TO PROVIDE THE LEAST POSSIBLE CHANCE THAT THE BUILDING AND FOUNDATION WALLS WILL BE DAMAGED DURING DEMOLITION AND CONSTRUCTION OPERATIONS.

REMOVE EXTERIOR ABOVE GRADE ITEMS TO PERMIT ACCESS TO EXTERIOR SOILS AROUND PERIMETER OF FOUNDATION WALLS.

REMOVE ITEMS MOUNTED TO INTERIOR FACE OF MASONRY FOUNDATION WALLS.

REMOVE SMALL VERTICAL SECTIONS OF SOIL ON EXTERIOR OF EXISTING MASONRY WALL AT ONLY TWO (2) NEW COLUMN LOCATIONS FIRST - COLUMN LINES 2 AND 4.

SOILS AGAINST MASONRY FOUNDATION WALLS SHALL BE CAREFULLY REMOVED IN SMALL VERTICAL SECTIONS FROM TOP TO BOTTOM TO ENSURE MASS REMOVAL OF SOILS DO NOT CREATE ADVERSE CONDITIONS ON EXISTING MASONRY FOUNDATION WALLS.

DEMOLISH A PORTION OF THE LOAD BEARING MASONRY WALL AT TWO (2) NEW COLUMN LOCATIONS - COLUMN LINES 2 AND 4.

INSTALL NEW CONCRETE FOOTING AND STEEL COLUMN SUPPORTING EXISTING WOOD BEAM AT COLUMN LINES 2 AND 4.

REPEAT THIS PROCESS FOR COLUMN LINES 1, 3 AND 5.

REPEAT THIS PROCESS FOR COLUMN LINES B AND C LAST.

AFTER ALL NEW COLUMN SUPPORTS AND X-BRACING ARE INSTALLED AND STRUCTURE IS STABLE, CAREFULLY REMOVE PORTIONS OF REMAINING MASONRY FOUNDATION WALLS IN SECTIONS. REFER TO STRUCTURAL DRAWINGS FOR SEQUENCE OF REMOVAL.

CONTRACTOR SHALL NOTIFY ARCHITECT/OWNER IF DURING CONSTRUCTION THEY DISCOVER STRUCTURAL ITEMS THAT ARE DAMAGED IN THE BASEMENT AREA AND WOULD BE DETRIMENTAL TO THE PROPER SUPPORT OF THE BUILDING.

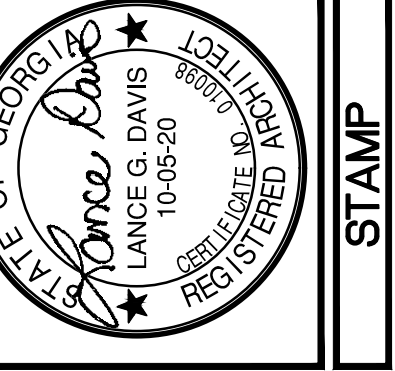
INSTALL NEW CMU SUPPORT WALLS, BRICK VENEER, WATERPROOFING AND FOUNDATION DRAINS.

REPAIR FIREPLACE/CHIMNEY AND END WALL AS REQUIRED. INSTALL LIQUID WATERPROOFING ON WALL BELOW GRADE.

CAREFULLY BACKFILL NEW FOUNDATION WALLS AND INSTALL EXTERIOR SITE ITEMS.

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PRECISION
 Planning Inc.
 planners • engineers • architects • surveyors

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 770.338.8000 • www.ppi.us

**OCONEE COUNTY
 EAGLE TAVERN &
 CENTRAL SCHOOL HOUSE
 FOUNDATION REPAIRS**

WATKINSVILLE, GA.

COVER SHEET

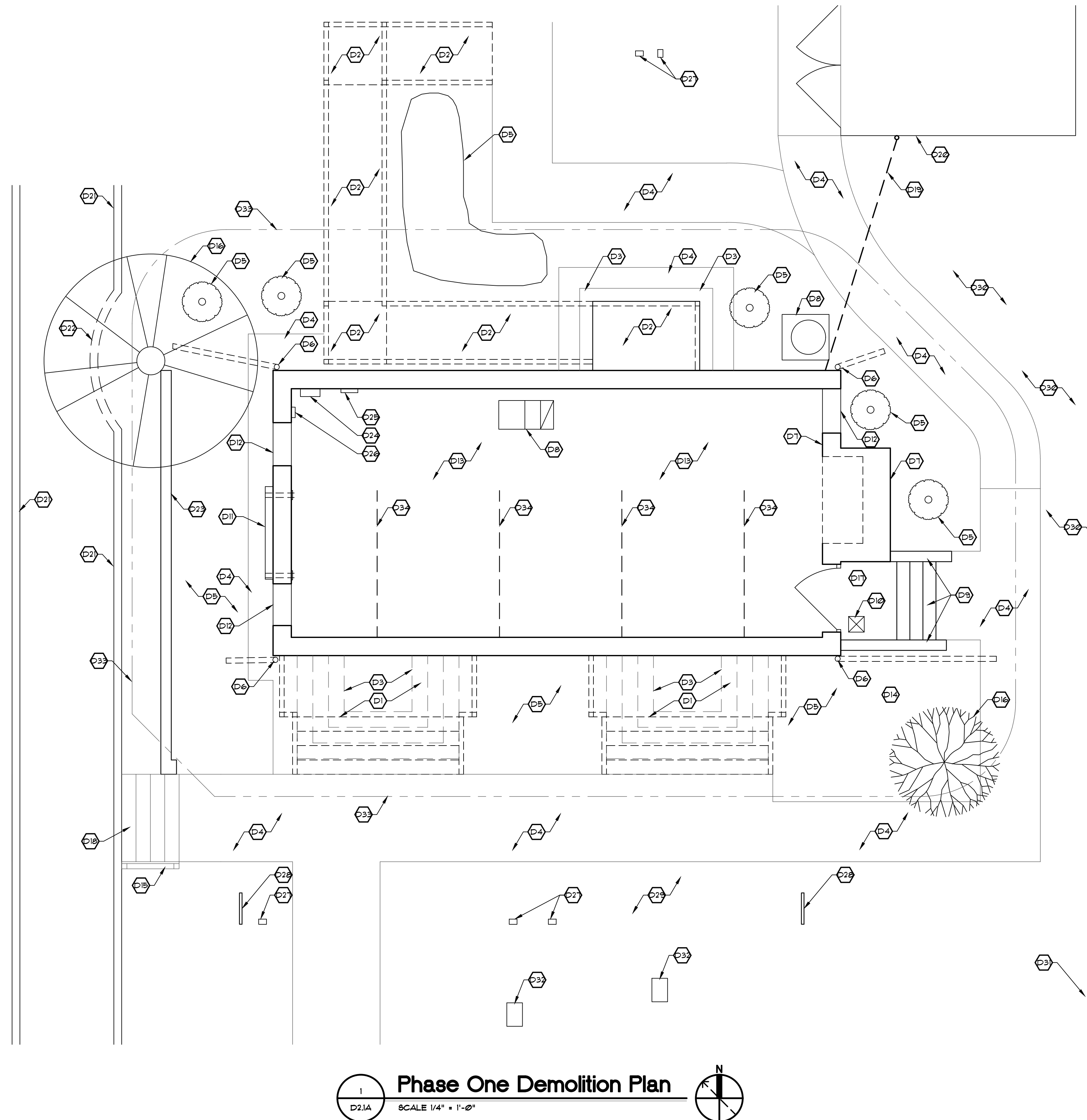
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PROJECT TITLE

NO. DESCRIPTION
 10/05/20 RELEASED FOR BID

DATE: 10/05/20
 PROJ. NUMBER: A20-081
 FILE NAME: 081-CS.dwg
 FILE NUMBER

CS



1
D2.1A
Phase One Demolition Plan
SCALE 1/4" = 1'-0"
Job North

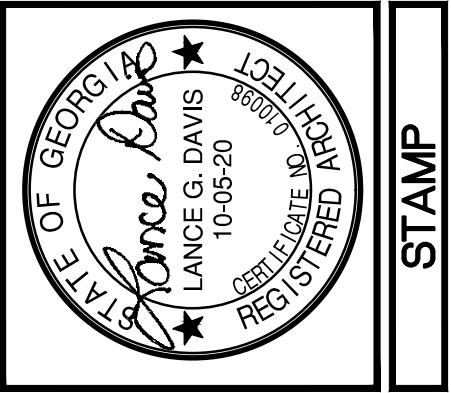
Demolition Notes

1. THE EXISTENCE AND LOCATIONS OF UNDERGROUND UTILITIES HAVE NOT BEEN CONFIRMED. BEFORE BEGINNING WORK, INVESTIGATE AND VERIFY THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES.
2. ANY EXISTING ABANDONED SITE OR BUILDING UTILITIES ENCOUNTERED WITHIN THE EXTENTS OF THE SCHEDULED DEMOLITION AREA SHALL BE REMOVED UNLESS OTHERWISE NOTED.
3. IF LEAD BASED PAINT IS ENCOUNTERED IT SHALL BE HANDLED PER STATE REGULATIONS. CONTRACTOR SHALL COORDINATE MATERIALS REQUIRING SPECIAL REMOVAL AND DISPOSAL AS REQUIRED.

Phase One Demolition Key Notes

- D1 REMOVE EXISTING WOOD FRAMED STEPS, LANDING, RAILS AND SUPPORT STRUCTURE. TAKE EXTREME CARE NOT TO DAMAGE EXISTING BUILDING. CONTRACTOR TO DOCUMENT AND SAVE ALL EXISTING CUTOFF FEATURES FOR REPLICATION ON NEW STAIRS.
- D2 REMOVE EXISTING WOOD FRAMED RAMP, LANDINGS, RAILS AND SUPPORT STRUCTURE. TAKE EXTREME CARE NOT TO DAMAGE EXISTING BUILDING.
- D3 REMOVE EXISTING BRICK STEPS. TAKE EXTREME CARE NOT TO DAMAGE EXISTING BUILDING.
- D4 REMOVE EXISTING BRICK PAVERS AND CONCRETE BASE AS REQUIRED. TAKE EXTREME CARE NOT TO DAMAGE EXISTING BUILDING. NEW BRICK PAVERS SHALL BE INSTALLED IN CONCRETE BASE TO MATCH EXISTING.
- D5 REMOVE ALL GROUND COVER, LANDSCAPING, PLANTS AND ASSOCIATED ROOTS IN THIS AREA IN ORDER TO REMOVE EXISTING SOILS AT FOUNDATION WALL.
- D6 EXISTING DOWNSPOUTS TO REMAIN. DOWNSPOUTS ARE TO BE PROTECTED DURING CONSTRUCTION. ENSURE EXTENSION PIPING IS INSTALLED IN LENGTH AS REQUIRED TO DIRECT WATER FLOW AWAY FROM WORK AREAS AND OPEN EXCAVATIONS NEAR FOUNDATION WALL.
- D7 EXISTING END WALL AND BRICK FIREPLACE/CHIMNEY SHALL REMAIN. TAKE EXTREME CARE NOT TO DAMAGE EXISTING BRICK AND MORTAR. CAREFULLY REMOVE SOILS FROM AROUND CHIMNEY AND ADJACENT WALLS TO INVESTIGATE EXTENTS OF SETTLEMENT AND DAMAGE. IN THE EVENT EXISTING EXTERIOR BUILDING FINISH IS DAMAGED IN ANY WAY DURING DEMOLITION OR CONSTRUCTION, THE GENERAL CONTRACTOR SHALL REPAIR OR REPLACE AT NO ADDITIONAL COST TO THE OWNER. INFORMATION ON EXISTING CONDITION AND EXTENTS / DEPTHS OF CHIMNEY WALLS ARE NOT KNOWN.
- D8 EXISTING HVAC CONDENSER TO BE DISCONNECTED AND STORED FOR REINSTALLATION. EXISTING HVAC FAN COIL UNIT AND ASSOCIATED DUCTWORK TO BE DISCONNECTED AND STORED FOR REINSTALLATION. EQUIPMENT SHALL NOT BE DAMAGED.
- D9 EXISTING BRICK STEPS AND ASSOCIATED SIDE WALLS SHALL REMAIN. TAKE EXTREME CARE NOT TO DAMAGE. IF DAMAGE OCCURS IN ANY WAY DURING DEMOLITION OR CONSTRUCTION, THE GENERAL CONTRACTOR SHALL REPAIR OR REPLACE AT NO ADDITIONAL COST TO THE OWNER.
- D10 EXISTING SUMP PUMP, GRATE AND DRAIN HOSE TO BE REMOVED FOR NEW AREA DRAIN WITH METAL GRATE.
- D11 EXISTING WOOD BUMPER/HORSE HITCHING RAIL AND ASSOCIATED METAL BRACKETS SHALL BE REMOVED PRIOR TO START OF CONSTRUCTION BY OWNER. OWNER WILL INSTALL ONCE CONSTRUCTION IS COMPLETE. GENERAL CONTRACTOR TO COORDINATE.
- D12 REMOVE AND PROTECT EXISTING GRILLES DURING CONSTRUCTION. GRILLES TO BE REINSTALLED ONCE ALL WORK HAS BEEN COMPLETED AT THE LOCATIONS SHOWN. GENERAL CONTRACTOR TO PROVIDE TEMPORARY ENCLOSURES DURING CONSTRUCTION TO ENSURE THAT BUILDING IS WEATHER TIGHT DURING CONSTRUCTION.
- D13 REMOVE EXISTING BLACK POLYETHYLENE SHEETING AS REQUIRED FOR NEW WORK.
- D14 REMOVE TERMITE BAIT STATION AND RETURN TO OWNER. REFER TO SPECIFICATIONS FOR NEW LIQUID TERMITE TREATMENT REQUIREMENTS.
- D15 REMOVE EXISTING WOOD HANDRAIL AND REPLACE. NEW WOOD HANDRAIL TO MATCH EXISTING HANDRAIL.
- D16 EXISTING TREE TO BE REMOVED FROM SITE INCLUDING STUMP AND ALL ROOTS.
- D17 REMOVE 4" OF SOIL TO CREATE STEP INTO BASEMENT.
- D18 REMOVE EXISTING BRICK STEPS AND REPLACE AS REQUIRED. NEW BRICK STEPS SHALL BE INSTALLED TO MATCH EXISTING.
- D19 APPROXIMATE LOCATION OF EXISTING UNDERGROUND ELECTRICAL CONDUIT. CONDUIT SHALL REMAIN IN PLACE AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D20 EXISTING RESTROOM BUILDING SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D21 EXISTING SIDEWALK CURB SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D22 PORTION OF SIDEWALK CURB TO BE REMOVED AT THIS LOCATION.
- D23 EXISTING BRICK LANDSCAPING WALL SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. HEIGHT OF WALL CAN BE LOWERED AS REQUIRED TO WORK WITH NEW GRADE TO ENSURE POSITIVE DRAINAGE AWAY FROM THE BUILDING IS ACHIEVED.
- D24 EXISTING ELECTRICAL PANEL SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D25 EXISTING ALARM PANEL SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D26 EXISTING PHONE BOX SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D27 EXISTING LANDSCAPE LIGHTING SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D28 EXISTING BUILDING SIGNS SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D29 PROTECT ALL LANDSCAPING IN THIS AREA DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE. ALL DAMAGED LANDSCAPING SHALL BE REPLACED AT NO ADDITIONAL COSTS TO THE OWNER.
- D30 PROTECT ALL TREES IN THIS AREA. IF FOR ANY REASON WORK WILL REQUIRE DAMAGING OR REMOVING TREES IN THIS AREA CONTRACTOR SHALL NOTIFY OWNER AND ARCHITECT PRIOR TO STARTING WORK.
- D31 EXISTING D.A.R. MONUMENT SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D32 EXISTING WATER METER BOXES SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- D33 LINE INDICATES APPROXIMATE LOCATION OF OPEN TRENCH AREA TO ALLOW FOR 36" FLAT WORKING AREA AT APPROXIMATE 5'-0" DEEP AND LAY BANK BACK FOR SAFETY PURPOSES. THIS AREA MAY SHIFT IN THE FIELD TO ALLOW FOR EXISTING CONDITIONS.
- D34 EXISTING WOOD BRACING TO REMAIN IN PLACE DURING REMOVAL OF WALL SECTIONS AND INSTALLATION OF NEW FOOTINGS AND COLUMNS. WOOD BRACING CAN BE RELOCATED TO OPPOSITE WALL AFTER COMPLETION OF THIS WALL.

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OCONEE COUNTY
EAGLE TAVERN & CENTRAL SCHOOL HOUSE FOUNDATION REPAIRS
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DEMOLITION PLAN		CHECKED	LGD
DESIGN	LGD	DRAWN	PFI

NO.	DESCRIPTION	DATE	RELEASED FOR BID
10/05/20			

10/05/20	A20-081	081-D2-1.dwg
DATE	PROJ. NUMBER	FILE NAME

D2.1A

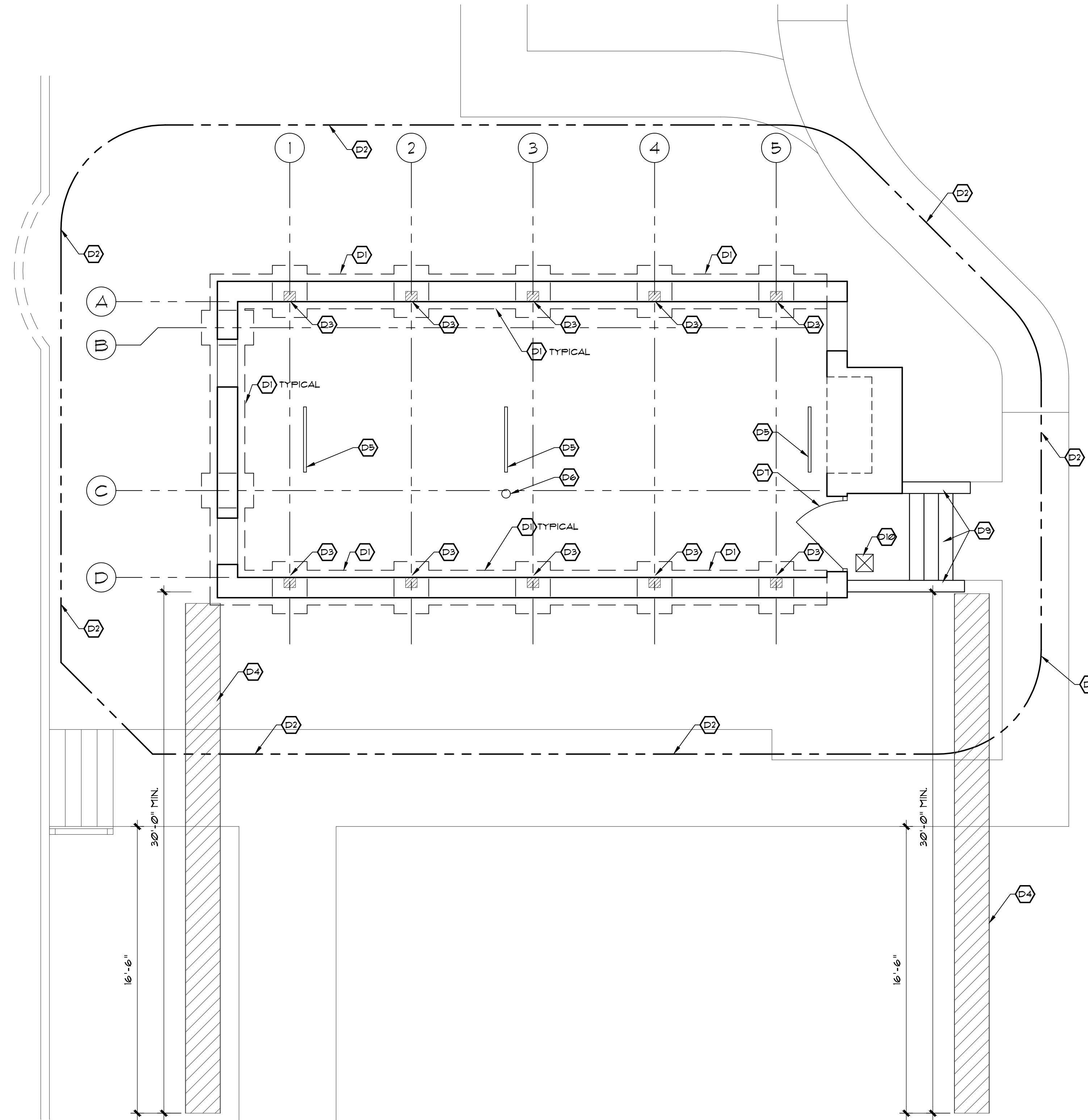
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PROJECT

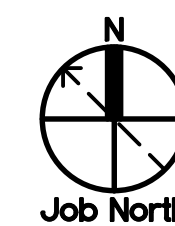
SHEET TITLE

RELEASE

FILE NUMBER



1
D22A
Phase Two Demolition Plan
SCALE 1/4" = 1'-0"



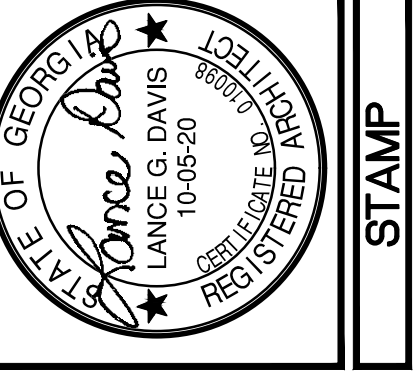
Demolition Notes

1. THE EXISTENCE AND LOCATIONS OF UNDERGROUND UTILITIES HAVE NOT BEEN CONFIRMED. BEFORE BEGINNING WORK, INVESTIGATE AND VERIFY THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES.
2. ANY EXISTING ABANDONED SITE OR BUILDING UTILITIES ENCOUNTERED WITHIN THE EXTENTS OF THE SCHEDULED DEMOLITION AREA SHALL BE REMOVED UNLESS OTHERWISE NOTED.
3. IF LEAD BASED PAINT IS ENCOUNTERED IT SHALL BE HANDLED PER STATE REGULATIONS. CONTRACTOR SHALL COORDINATE MATERIALS REQUIRING SPECIAL REMOVAL AND DISPOSAL AS REQUIRED.

Phase Two Demolition Key Notes

- (D1) REMOVE EXISTING SOILS FOR PLACEMENT OF NEW FOOTINGS- REFER TO STRUCTURAL.
- (D2) LINE INDICATES APPROXIMATE LOCATION OF OPEN TRENCH AREA TO ALLOW FOR 36" FLAT WORKING AREA AT APPROXIMATE 5'-0" DEEP AND LAY BANK BACK FOR SAFETY PURPOSES. THIS AREA MAY SHIFT IN THE FIELD TO ALLOW FOR EXISTING CONDITIONS.
- (D3) REMOVE PORTION OF BRICK FOUNDATION WALL AS REQUIRED BY STRUCTURAL DRAWINGS TO INSTALL NEW COLUMNS. REFER TO COVER SHEET FOR PROJECT PHASING REFER TO STRUCTURAL FOR ADDITIONAL INFORMATION
- (D4) INDICATES LOCATION OF 2'-0" WIDE TRENCH FOR INSTALLATION OF NEW FOUNDATION DRAIN TO BE INSTALLED. BOTTOM OF TRENCH SHALL SLOPE AWAY FROM BUILDING - REFER TO 3/11/14. ONCE ALL FOUNDATION DRAIN LINE WORK IS COMPLETE REPLACE ALL DAMAGED LANDSCAPING AS REQUIRED. WHERE TRENCH GOES UNDER BRICK PAVEMENT SIDEWALK, REMOVE EXISTING BRICK PAVEMENT. NEW BRICK PAVEMENT SHALL BE INSTALLED IN CONCRETE BASE TO MATCH EXISTING.
- (D5) EXISTING LIGHT FIXTURE SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- (D6) EXISTING SMOKE DETECTOR SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- (D7) EXISTING WOOD DOOR SHALL REMAIN AND BE PROTECTED DURING DEMOLITION AND CONSTRUCTION. TAKE EXTREME CARE NOT TO DAMAGE.
- (D8) NOT USED
- (D9) EXISTING BRICK STEPS AND ASSOCIATED SIDE WALLS SHALL REMAIN. TAKE EXTREME CARE NOT TO DAMAGE. IF DAMAGE OCCURS IN ANY WAY DURING DEMOLITION OR CONSTRUCTION, THE GENERAL CONTRACTOR SHALL REPAIR OR REPLACE AT NO ADDITIONAL COST TO THE OWNER.
- (D10) EXISTING SUMP PUMP, GRATE AND DRAIN HOSE TO BE REMOVED. REINSTALL EXISTING AREA DRAIN BOX AND PROVIDE NEW METAL GRATE COVER. DRAIN SHALL BE TIED INTO NEW FOUNDATION DRAIN PIPE.

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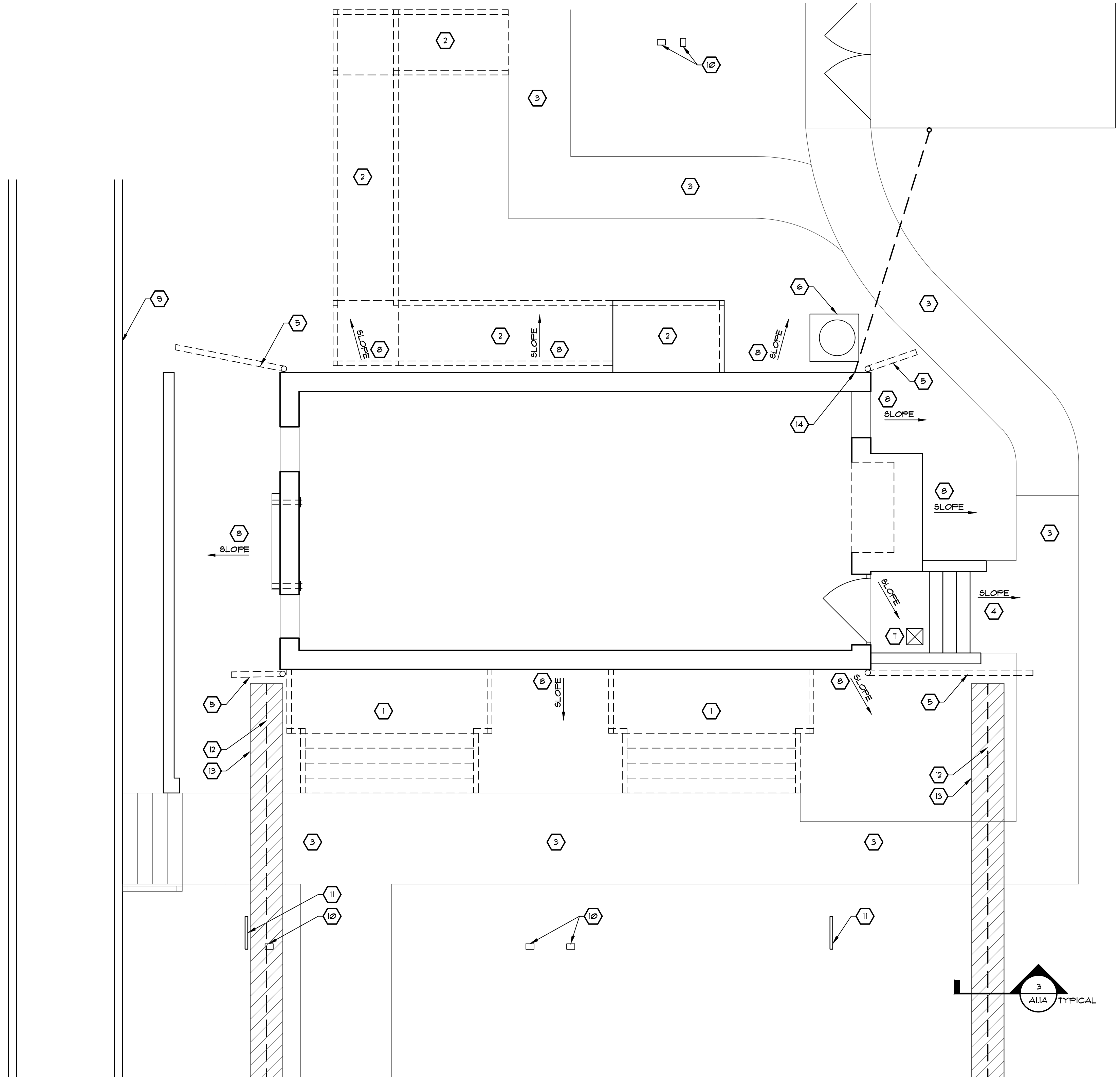
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FOUNDATION REPAIRS
WATKINSVILLE, GA.
PROJECT

DEMOLITION PLAN		DESIGN	DRAWN	CHECKED
LGD	PFI	LGD	LGD	LGD
SHEET TITLE				RELEASE

DATE	NO.	DESCRIPTION
10/05/20		RELEASED FOR BID

10/05/20	A20-081	081-D2-2.dwg
DATE	PROJ. NUMBER	FILE NAME

D2.2A



1 New Site Plan
 A11A SCALE 1/4" = 1'-0"

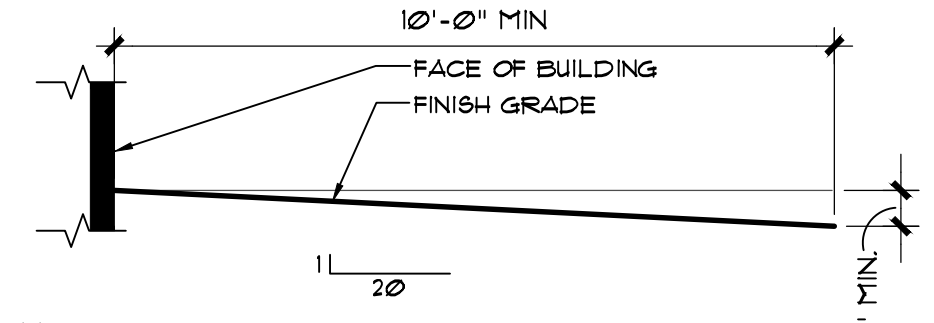


Site Notes

1. THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES ARE NOT INDICATED. BEFORE BEGINNING WORK, INVESTIGATE AND VERIFY THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES.
2. REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS. IMMEDIATELY ON DISCOVERY OF THE NEED FOR CLARIFICATION OF THE CONTRACT DOCUMENTS, SUBMIT A REQUEST FOR INFORMATION TO ARCHITECT. INCLUDE A DETAILED DESCRIPTION OF PROBLEM ENCOUNTERED, TOGETHER WITH RECOMMENDATIONS FOR CHANGING THE CONTRACT DOCUMENTS.
3. CONTRACTOR SHALL MAKE ALL NECESSARY ADJUSTMENTS TO NEW AND EXISTING DISTURBED ITEMS TO MATCH FINAL OR FINISH GRADE OF PAVEMENT, SVALES, SIDEWALKS, OR LANDSCAPED AREAS.
4. CONTRACTOR SHALL COORDINATE DOWNSPOUTS WITH NEW CONSTRUCTION AND GRADES. DOWNSPOUTS SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING.
5. ALL FINISH GRADES SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING.
6. TEMPORARY FENCING MINIMUM 6'-0" TALL WITH PRIVACY SCREENING SHALL BE INSTALLED AROUND ENTIRE PERIMETER OF JOBSITE. FENCING IS REQUIRED FOR PROTECTION OF THE PUBLIC DURING CONSTRUCTION.

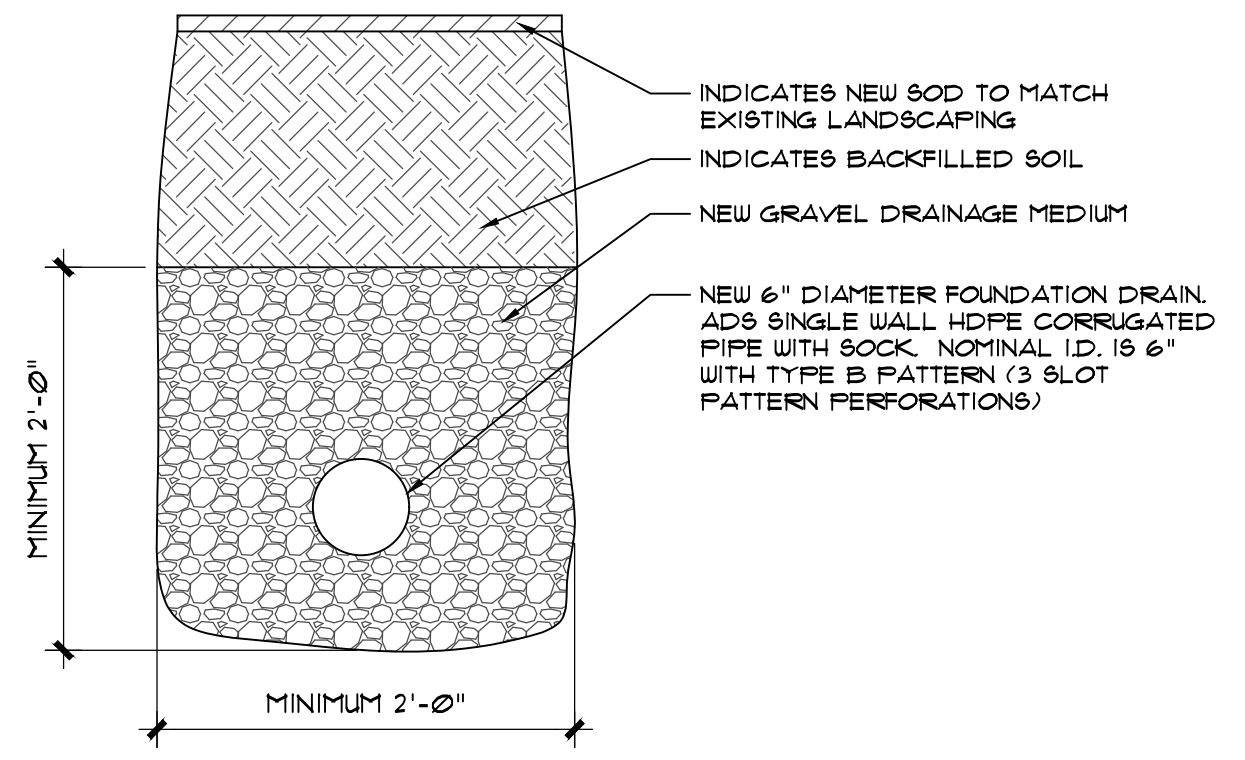
Site Key Notes

1. INSTALL NEW WOOD FRAMED STEPS - REFER TO A23A
2. INSTALL NEW WOOD FRAMED ADA RAMPS - REFER TO A23A
3. INSTALL BRICK PAVERS IN ORIGINAL LOCATIONS. ADJUST FINISH GRADES AS REQUIRED TO PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING. BRICK PAVERS TO BE SET IN CONCRETE TO MATCH EXISTING.
4. REGRADE AREA TO DRAIN AWAY FROM EXISTING BRICK STEPS TO BASEMENT.
5. INSTALL DOWNSPOUT EXTENSION PIPES.
6. REINSTALL HVAC CONDENSER. GENERAL CONTRACTOR TO PROVIDE NEW CONCRETE EQUIPMENT PAD.
7. AREA DRAIN AND METAL GRATE TO BE INSTALLED AT THIS LOCATION. REFER TO A22A FOR ROUTING OF PIPES AND CONTINUATION OF DRAIN.
8. BACKFILL FOUNDATION WALL. ALL NEW FINISHED GRADES SHALL SLOPE AWAY FROM BUILDING.
9. PROVIDE NEW SIDEWALK CURB TO ELIMINATE EXISTING CURVED CURB AS SHOWN.
10. REINSTALL EXISTING LANDSCAPE LIGHTING ONCE ALL DEMOLITION WORK IS COMPLETE. PROTECT DURING CONSTRUCTION.
11. REINSTALL EXISTING BUILDING SIGNS ONCE ALL DEMOLITION WORK IS COMPLETE. PROTECT DURING CONSTRUCTION.
12. NEW FOUNDATION DRAIN PIPING - REFER TO A22A. NEW PIPE SHALL SLOPE AWAY FROM FOUNDATION DRAIN ELEVATION.
13. NEW 2'-0" WIDE TRENCHES FOR FOUNDATION DRAINS. ONCE ALL DRAIN LINE WORK IS FINALIZED REPLACE DAMAGED WITH GRASS AS REQUIRED WITH NEW SOD TO MATCH EXISTING.
14. ALL WALL PENETRATIONS SHALL BE IN STRICT ACCORDANCE WITH WATERPROOFING MANUFACTURER'S REQUIREMENTS. TYPICAL AT ALL WALL PENETRATIONS.



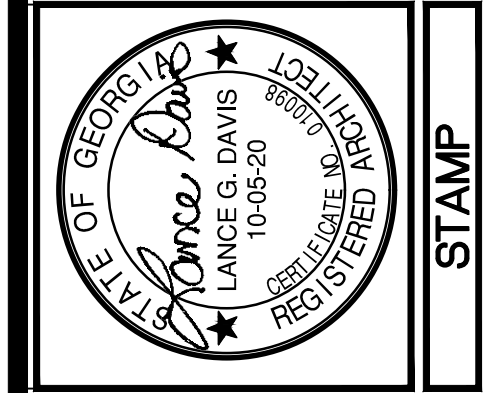
SITE GRADING:
 IN ACCORDANCE WITH THE INTERNATIONAL BUILDING CODE - THE GROUND IMMEDIATELY ADJACENT TO THE FOUNDATION SHALL BE SLOPED AWAY FROM THE BUILDING AT A SLOPE OF NOT LESS THAN ONE UNIT VERTICAL IN 20 UNITS HORIZONTAL (5-PERCENT SLOPE) FOR A MINIMUM DISTANCE OF 10 FEET MEASURED PERPENDICULAR TO THE FACE OF THE WALL. IF PHYSICAL OBSTRUCTIONS OR LOT LINES PROHIBIT 10 FEET OF HORIZONTAL DISTANCE, A 5-PERCENT SLOPE SHALL BE PROVIDED TO AN APPROVED ALTERNATE METHOD OF DIVERTING WATER AWAY FROM THE FOUNDATION. SWALES USED FOR THIS PURPOSE SHALL BE SLOPED A MINIMUM OF 2 PERCENT WHERE LOCATED WITHIN 10 FEET OF THE BUILDING FOUNDATION. IMPERVIOUS SURFACES WITHIN 10 FEET OF THE BUILDING FOUNDATION SHALL BE SLOPED A MINIMUM OF 2 PERCENT AWAY FROM THE BUILDING.

2 Finish Grading Section
 A11A SCALE 3/8" = 1'-0"



3 Trench Foundation Drain Detail
 A11A SCALE 1" = 1'-0"

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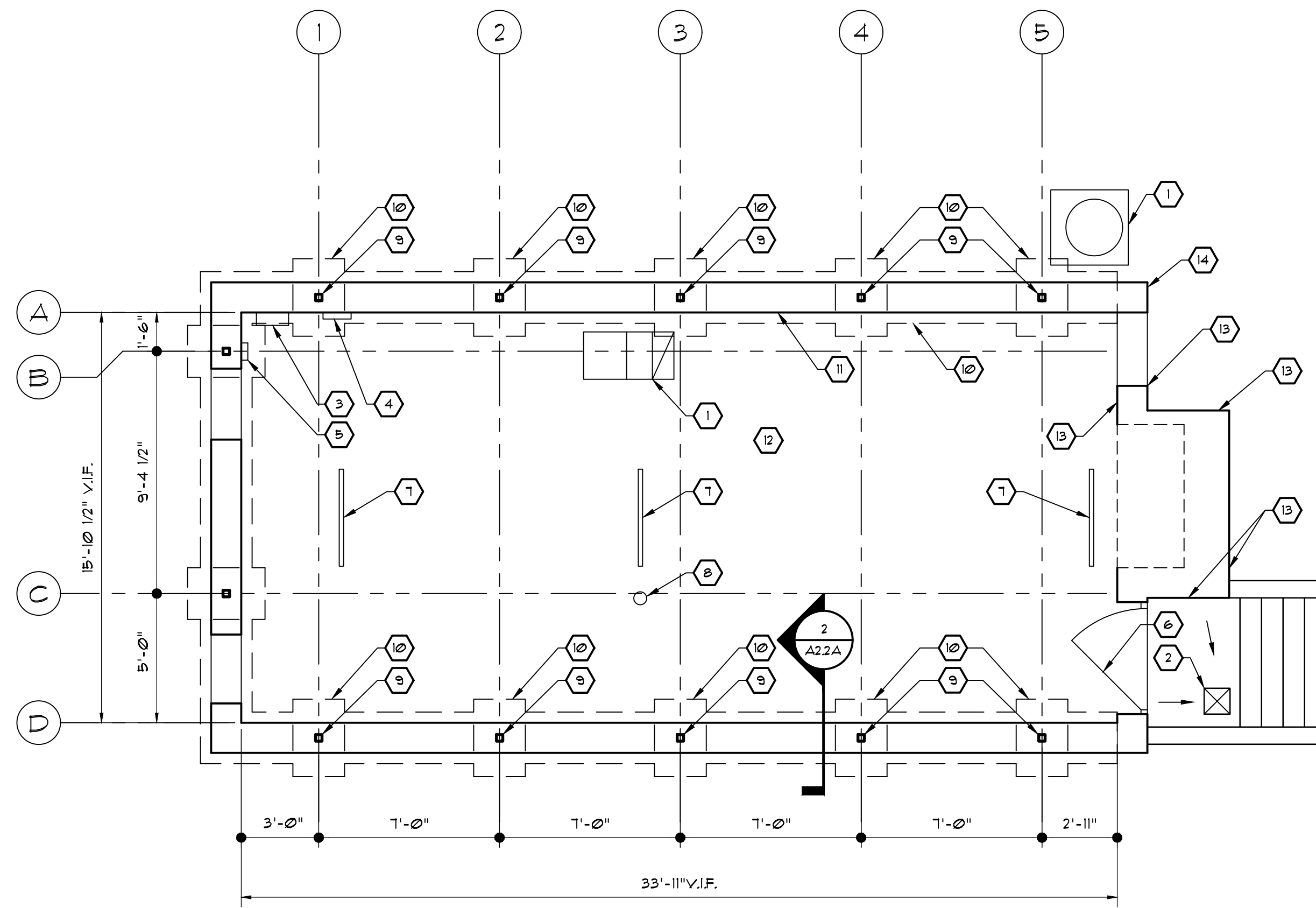
**OCONEE COUNTY
 EAGLE TAVERN &
 CENTRAL SCHOOL HOUSE
 FOUNDATION REPAIRS**
 WATKINSVILLE, GA.

DESIGN	LGD	PPF	LOD
DRAWN	PPF	LOD	LOD
CHECKED	PPF	LOD	LOD

NO.	DESCRIPTION	RELEASED FOR BID
10/05/20		

DATE	PROJ. NUMBER	FILE NAME	FILE NUMBER
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A1.1A



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A2.1A
Foundation Plan
SCALE 1/4" = 1'-0"



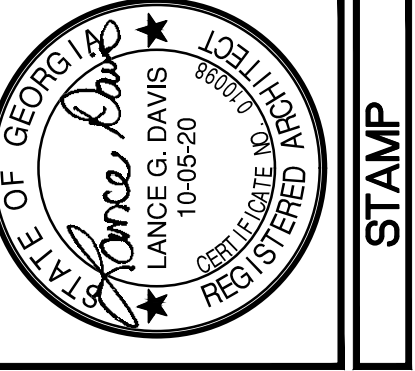
Plan Key Notes

- 1 HVAC EQUIPMENT TO BE RE-INSTALLED AT EXISTING LOCATION. PROVIDE A NEW CONCRETE PAD FOR THE HVAC CONDENSER.
- 2 NEW AREA DRAIN AND METAL GRATE TO BE TIED INTO NEW FOUNDATION DRAINS - REFER TO A2.2A SLOPE SURFACE OF LANDING TO DRAIN INLET.
- 3 EXISTING ELECTRICAL PANEL TO BE RELOCATED HORIZONTALLY BETWEEN EXISTING FLOOR JOISTS.
- 4 EXISTING ALARM PANEL TO BE REINSTALLED ONCE ALL FOUNDATION WALL WORK IS COMPLETE.
- 5 EXISTING PHONE BOX TO BE REINSTALLED ONCE ALL FOUNDATION WALL WORK IS COMPLETE.
- 6 EXISTING WOOD DOOR TO REMAIN.
- 7 EXISTING LIGHT FIXTURE TO REMAIN.
- 8 EXISTING SMOKE DETECTOR TO REMAIN.
- 9 NEW COLUMN - REFER TO STRUCTURAL FOR ADDITIONAL INFORMATION.
- 10 NEW FOOTING - REFER TO STRUCTURAL FOR ADDITIONAL INFORMATION.
- 11 RELOCATE HORIZONTAL CONDUIT ON WALL AS REQUIRED FOR INSTALLATION OF NEW STRUCTURAL MEMBERS.
- 12 GENERAL CONTRACTOR TO PULL ALL EXPOSED WIRES, CONDUIT, ETC. TIGHT TO THE WALL AND SECURELY FASTEN.
- 13 REPLACE DAMAGED/MISSING/BROKEN BRICK AS REQUIRED AT END WALL AND FIREPLACE/CHIMNEY. REPAIR BEARING CONDITIONS AS REQUIRED IF SETTLEMENT HAS OCCURRED UNDER CHIMNEY. REPOINT MORTAR AS REQUIRED TO PROVIDE A SOUND CHIMNEY STRUCTURE FROM BEARING POINT AT BASE TO TOP OF CHIMNEY AT ROOF LEVEL. NEW MORTAR JOINT COLOR AND SHAPE SHALL MATCH EXISTING. CONTRACTOR SHALL INSTALL A NEW LIQUID APPLIED WATERPROOFING MEMBRANE TO EXTERIOR SURFACE OF BRICK WALL AND CHIMNEY BELOW GRADE. CHIMNEY STRUCTURE SHALL BE PLUMB AND STRUCTURALLY SOUND.
- 14 EXTERIOR BRICK SURFACE OF END WALL SHALL TIE INTO TO NEW BRICK VENEER ASSEMBLY ON NEW FOUNDATION WALL. TYPICAL AT CORNERS.

Brick Notes

1. EVERY EFFORT SHALL BE MADE TO REUSE EXISTING BRICK IN VISIBLE LOCATIONS. NEW BRICK CAN BE USED IN NON-VISIBLE LOCATIONS WITHIN A WALL ASSEMBLY AT END WALL AND FIREPLACE CHIMNEY AREA.
2. NEW MORTAR COLOR AND SHAPE SHALL MATCH EXISTING.
3. EXISTING BRICK SHALL BE USED AT ALL EXPOSED LOCATIONS TO MAINTAIN THE HISTORIC CHARACTER AND APPEARANCE OF THIS BUILDING.
4. PRIOR TO ANY MASONRY CONSTRUCTION, CONTRACTOR SHALL CONSTRUCT A MOCK UP BRICK SAMPLE WALL PANEL FOR OWNER/ARCHITECT REVIEW AND APPROVAL. THIS SAMPLE WALL PANEL MAY REMAIN IN PLACE AND BE A PART OF PERMANENT CONSTRUCTION IF APPROVED BY OWNER. BRICK SAMPLE WALL PANEL SHALL DEMONSTRATE WORKMANSHIP AND AESTHETIC EFFECTS FOR MATCHING EXISTING CONSTRUCTION.

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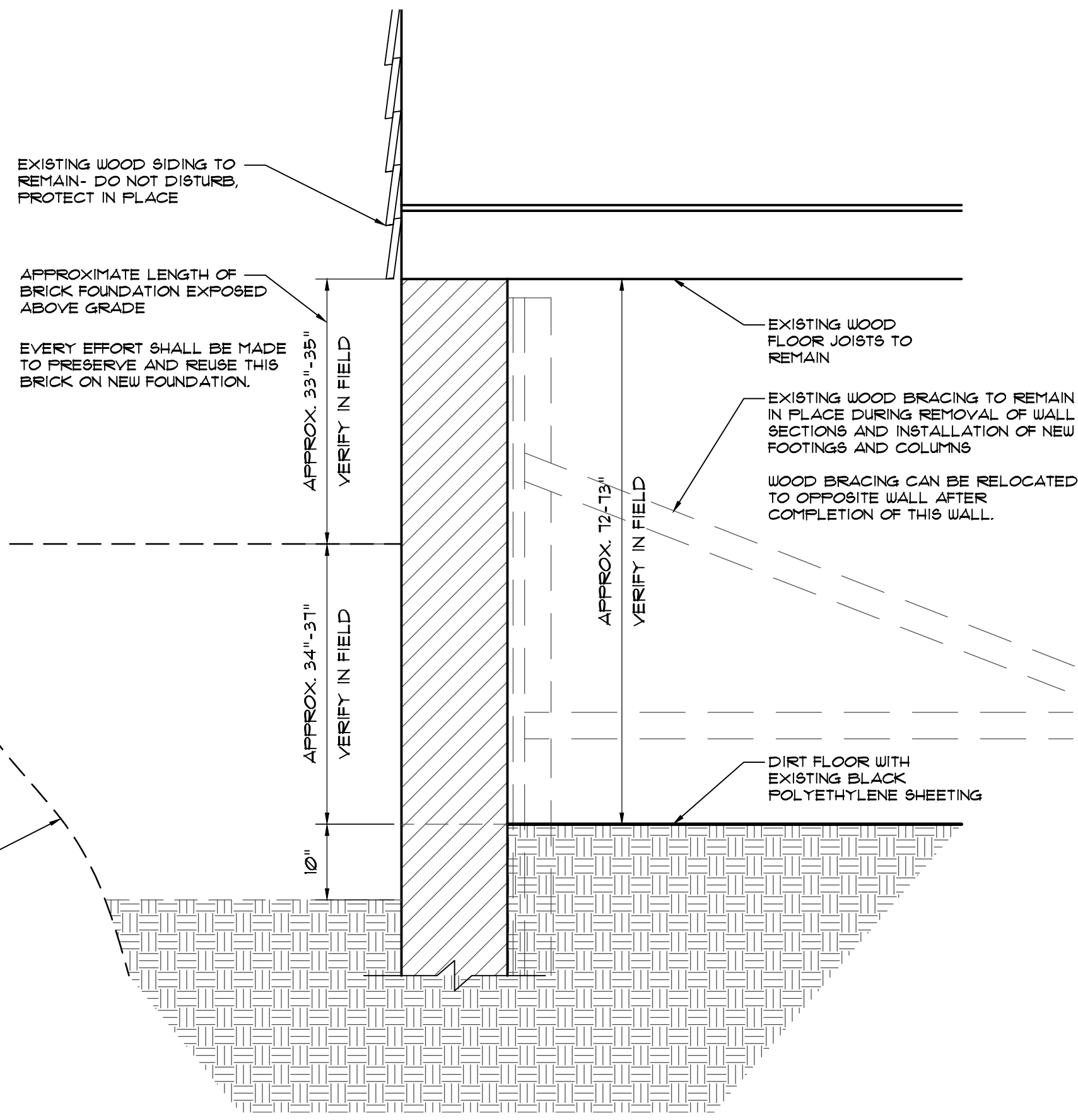
OCONEE COUNTY
EAGLE TAVERN &
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WATKINSVILLE, GA.
PROJECT

FOUNDATION PLAN		DESIGN	DRAWN	CHECKED
LGD	PFI	LGD	PFI	LGD
SHEET TITLE				RELEASE

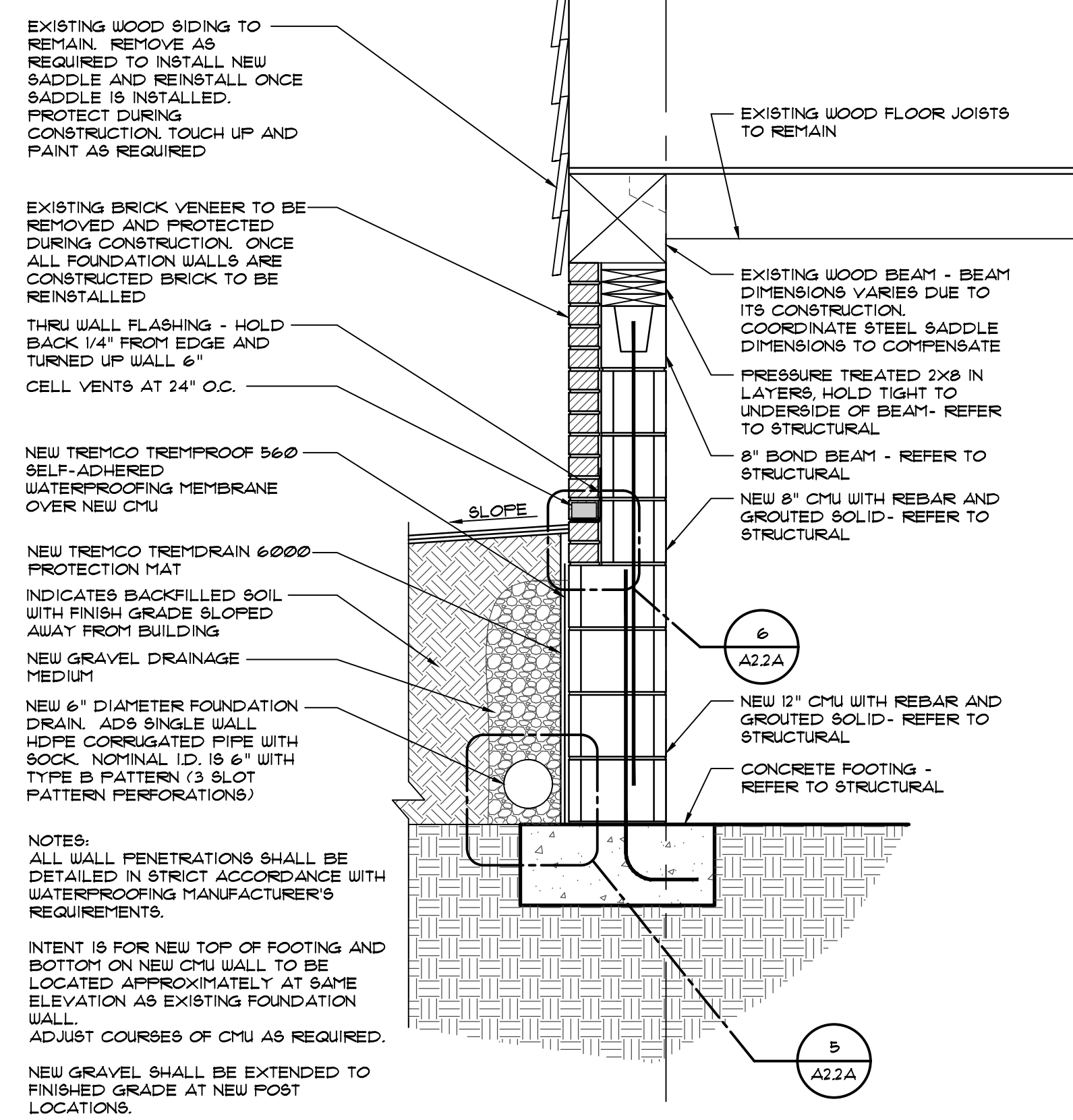
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10/05/20	A20-081	081-A2.1DWG
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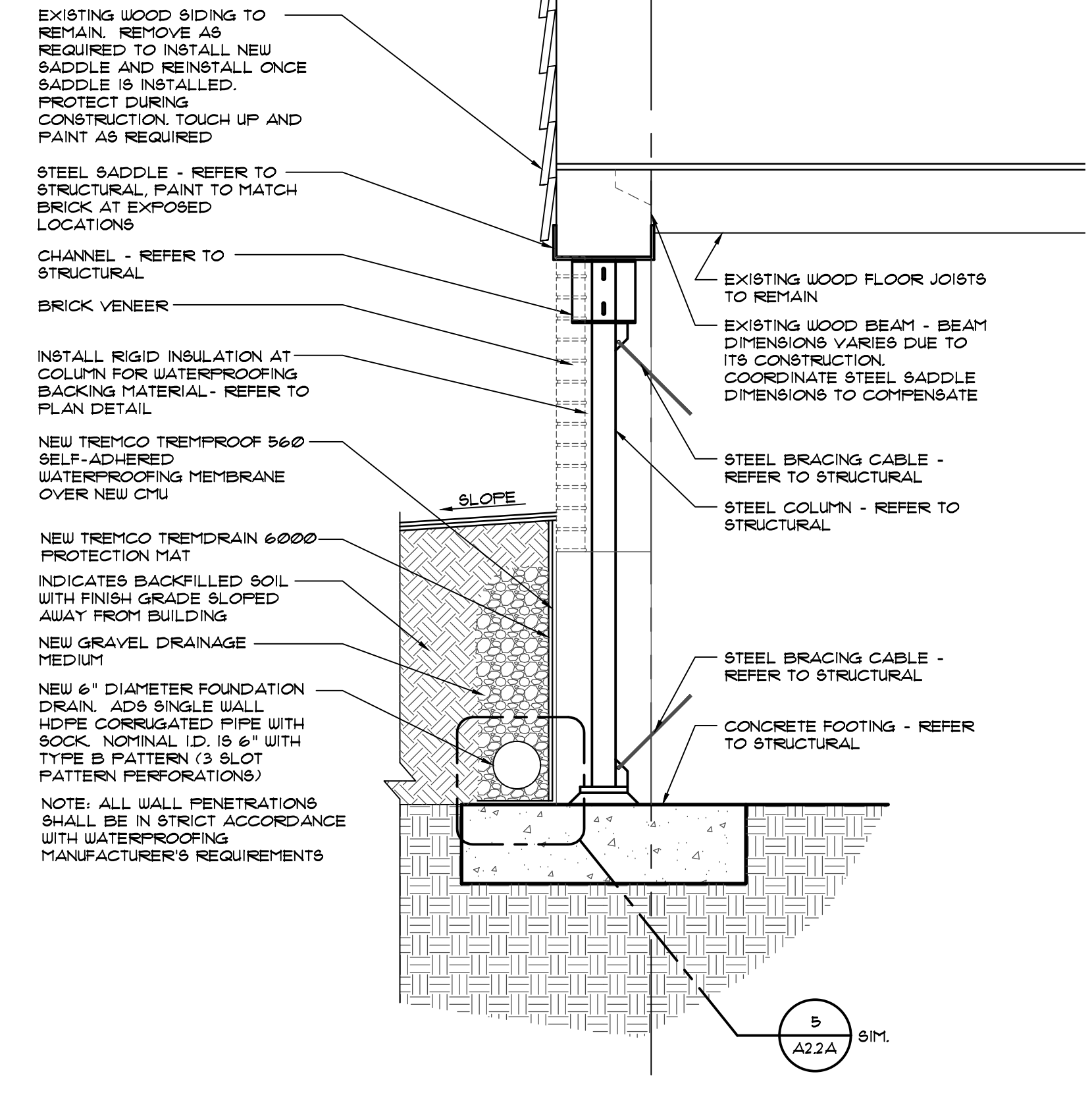
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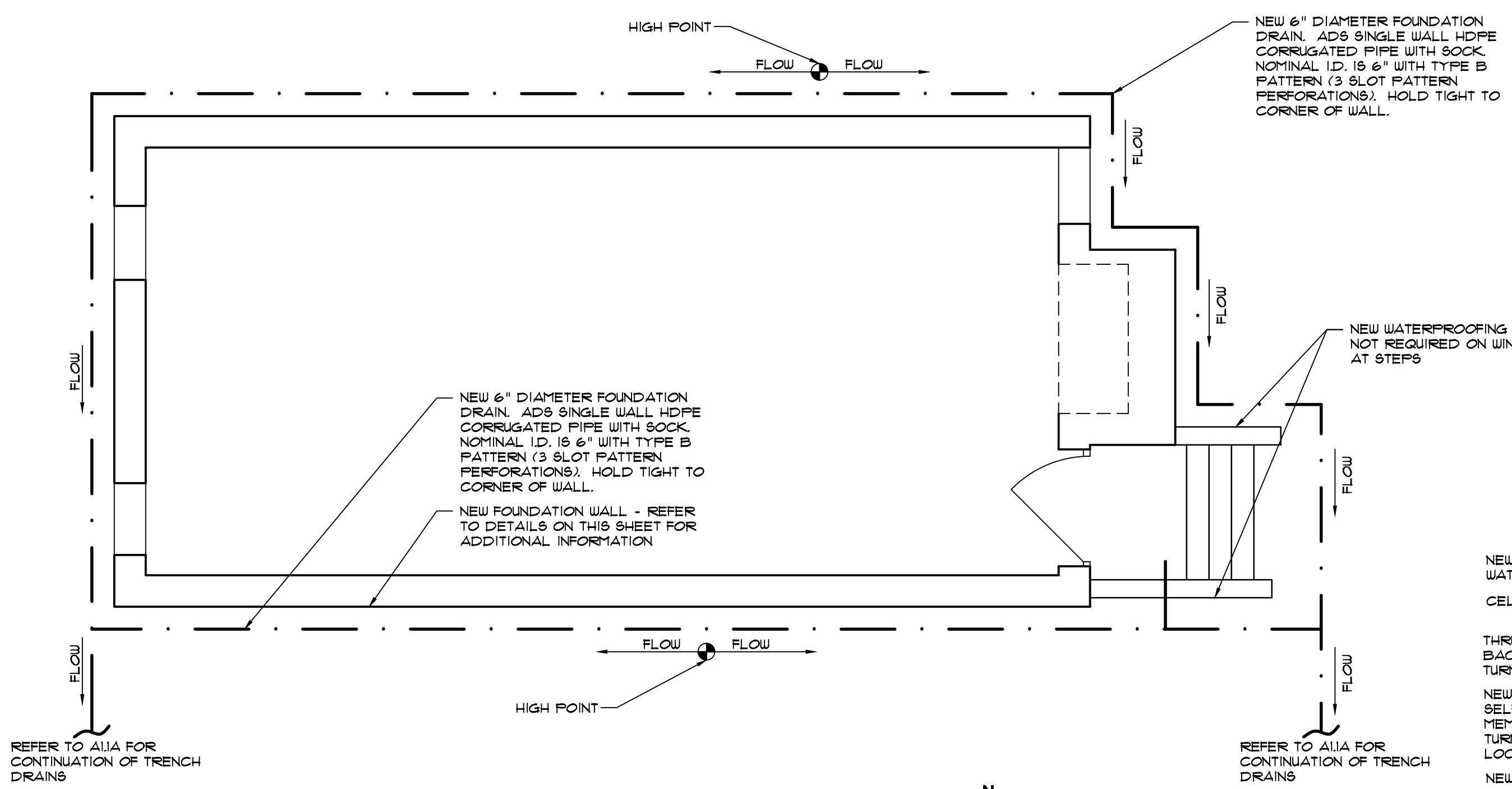
1 Demo Wall Section
A2.2A SCALE 3/4" = 1'-0"



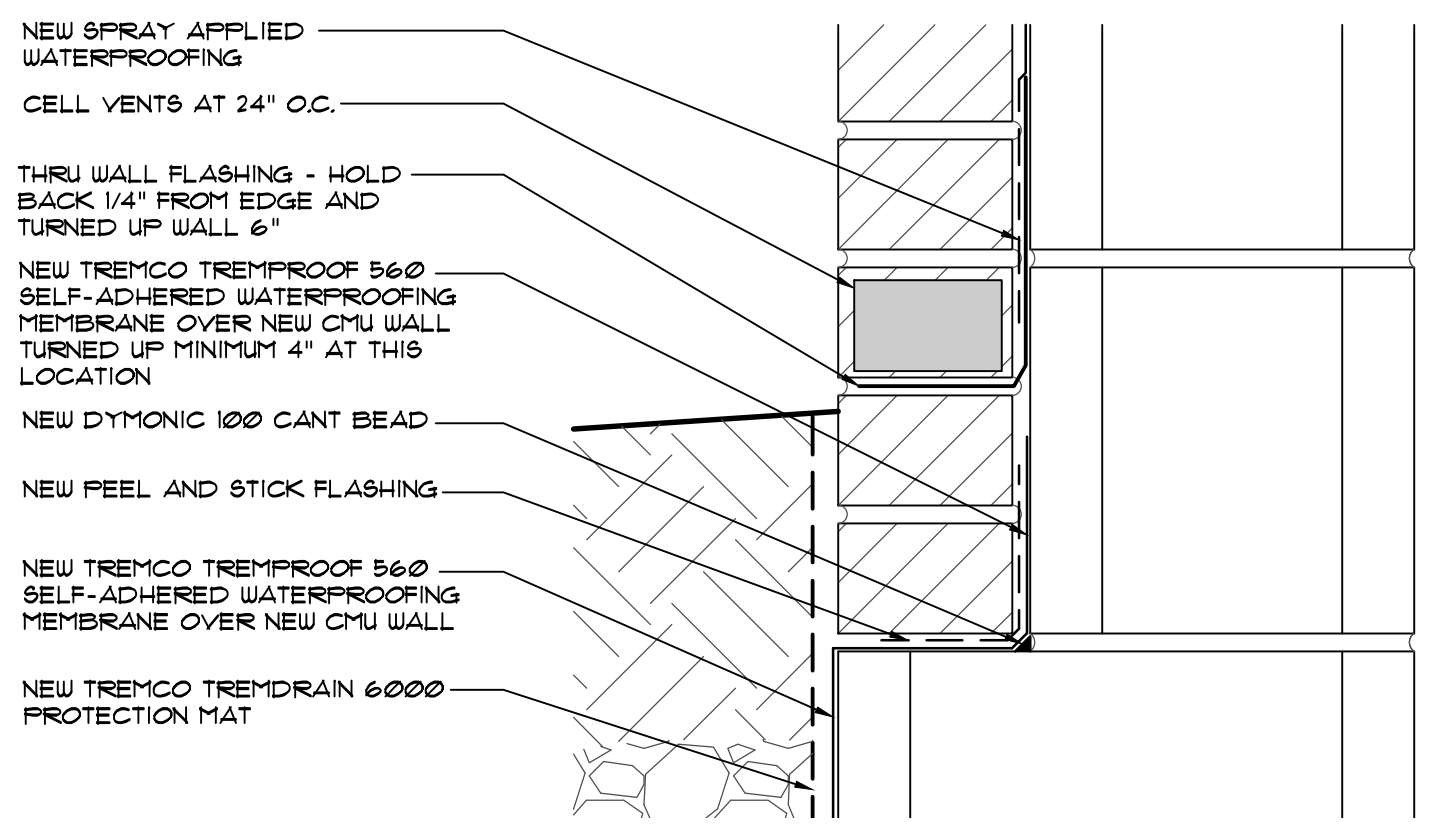
2 New Wall Section
A2.2A SCALE 3/4" = 1'-0"



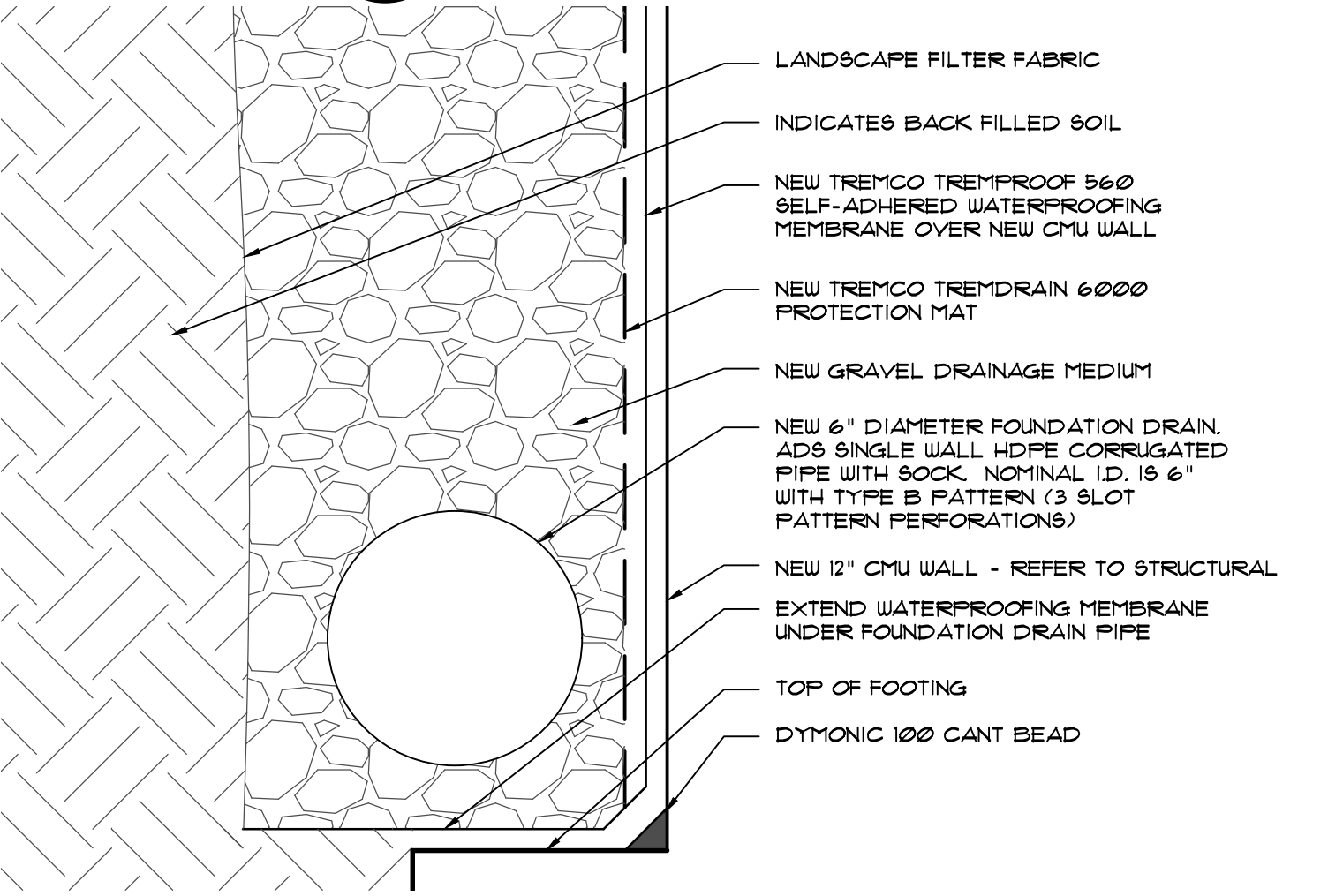
3 New Wall Section
A2.2A SCALE 3/4" = 1'-0"



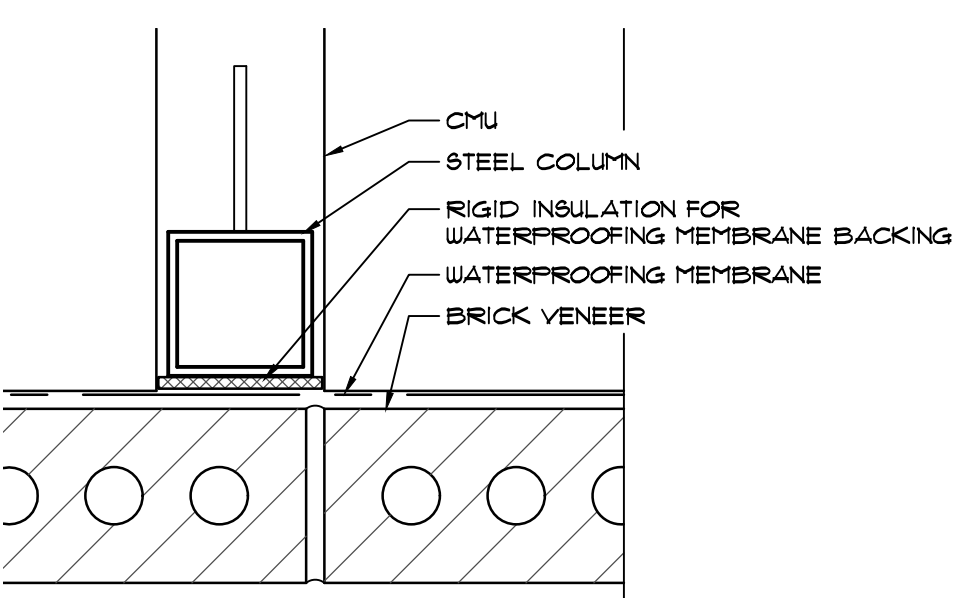
4 Foundation Drain Plan
A2.2A SCALE 1/4" = 1'-0"



6 Enlarged Section
A2.2A SCALE 3" = 1'-0"

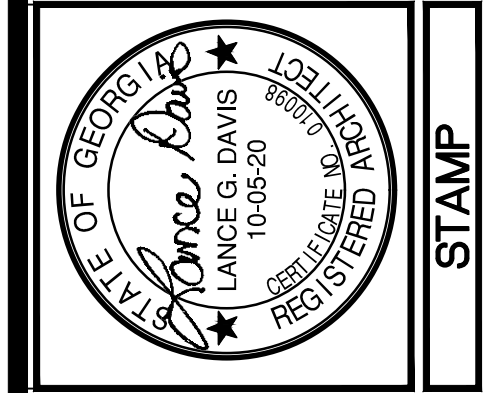


5 Enlarged Detail
A2.2A SCALE 3" = 1'-0"



7 Enlarged Plan Detail
A2.2A SCALE 3" = 1'-0"

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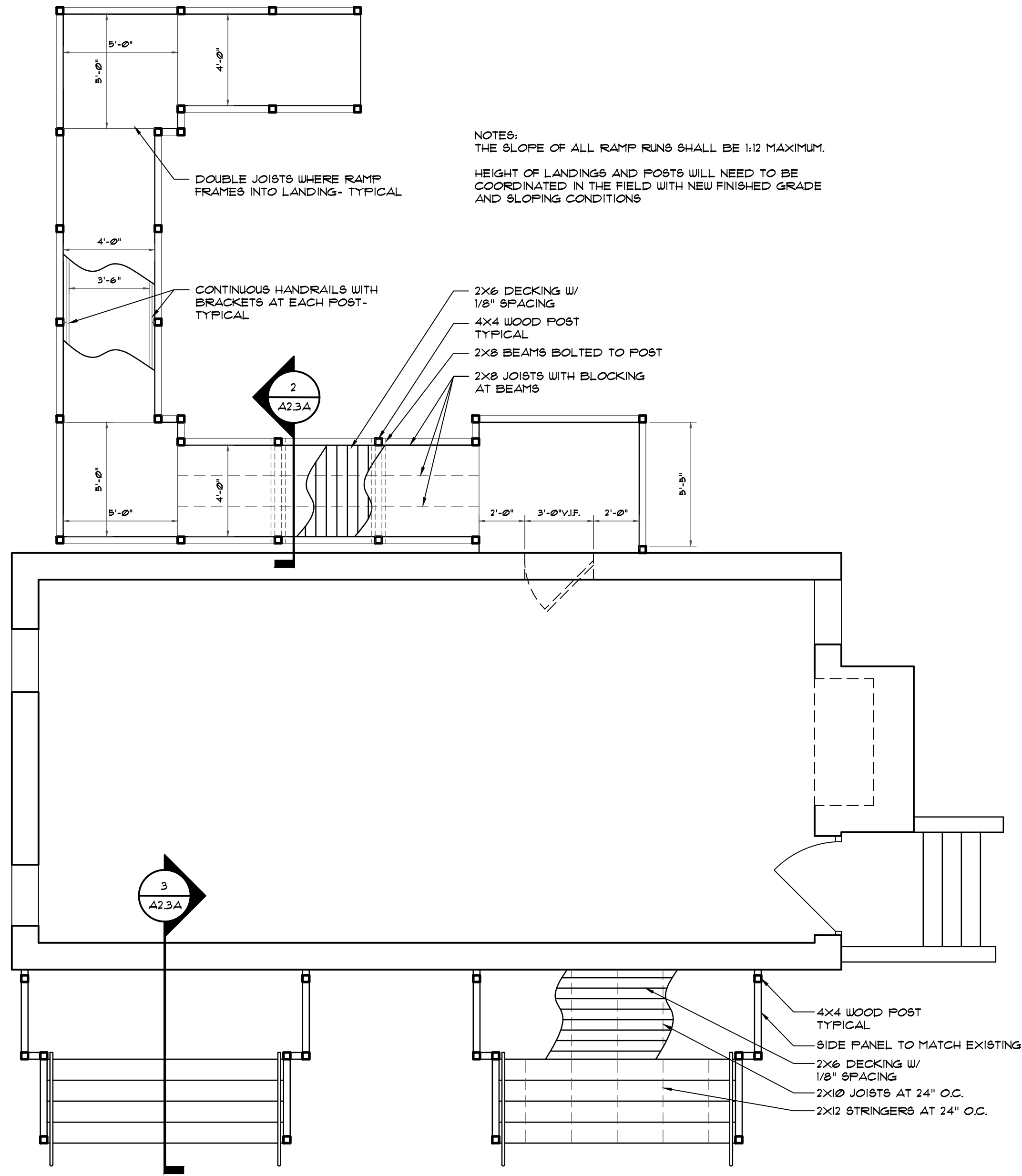
OCONEE COUNTY
EAGLE TAVERN &
CENTRAL SCHOOL HOUSE
FOUNDATION REPAIRS
WATKINSVILLE, GA.

DESIGN	LOGD	PPF	LOD
DRAWN	PPF	LOD	LOD
CHECKED	PPF	LOD	LOD

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10/05/20	10/05/20	10/05/20

10/05/20	A20-081	081-A2.2A.DWG
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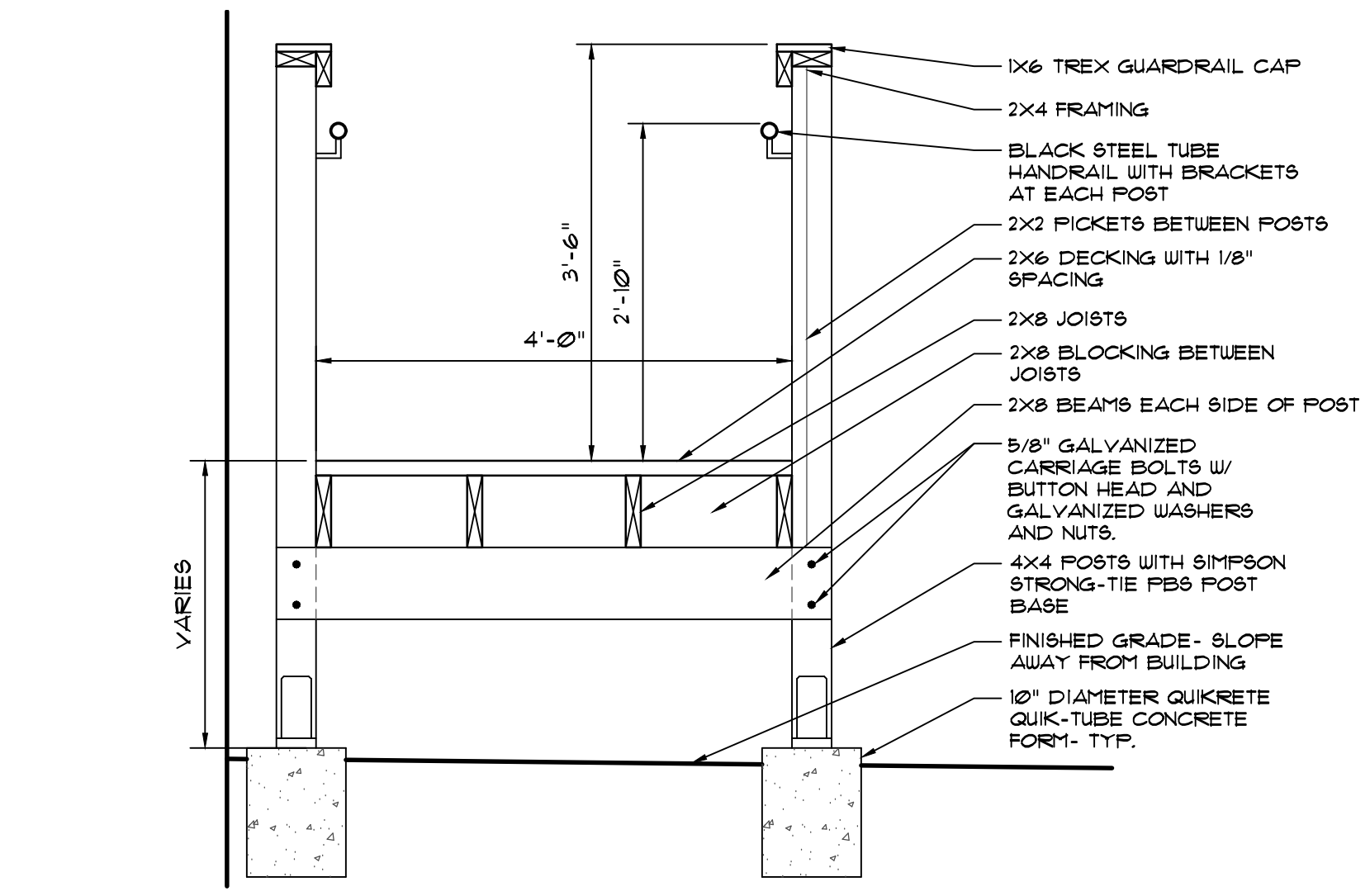
A2.2A



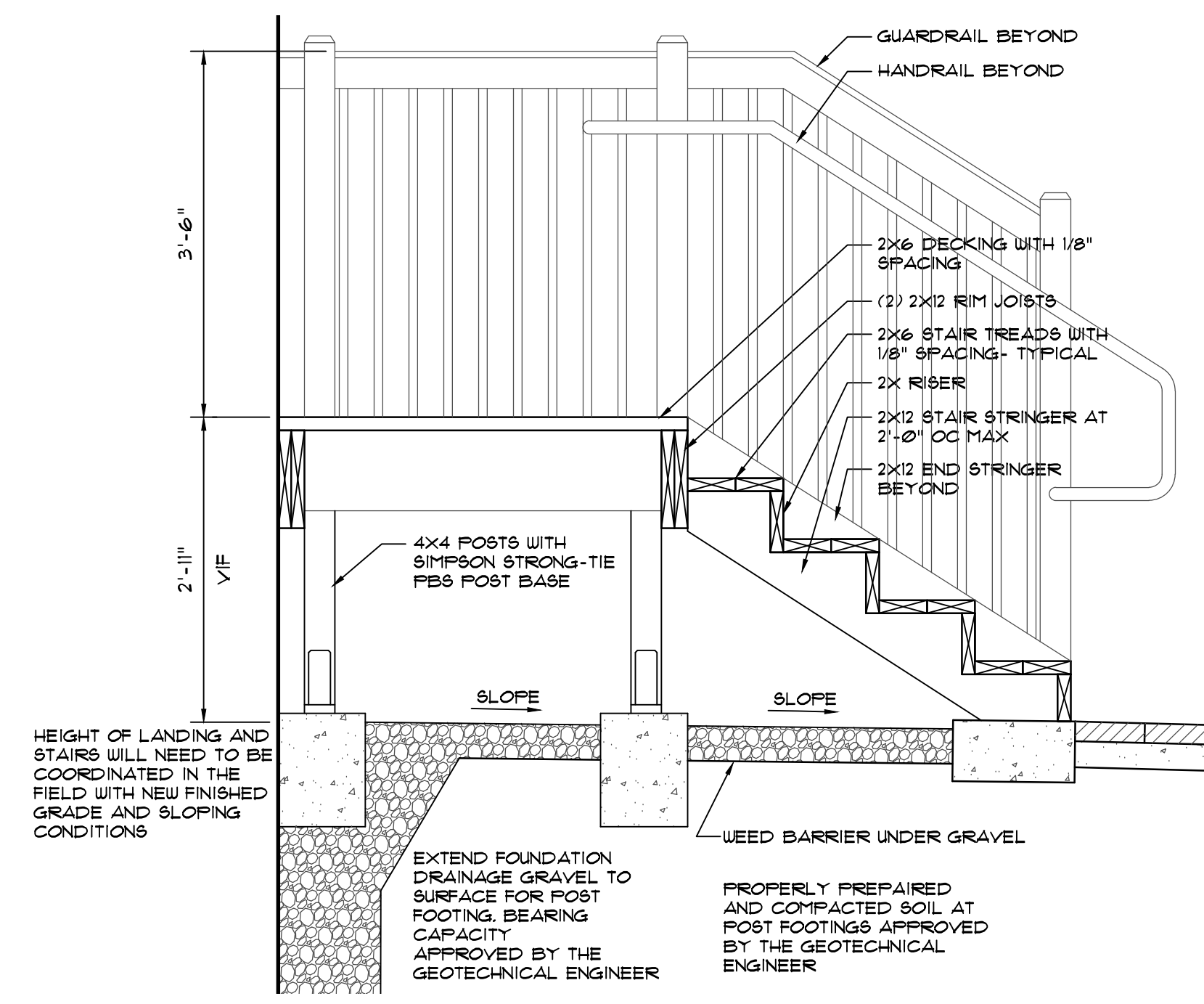
1 New Framing Plan
A2.3A SCALE 3/16" = 1'-0"



NOTES:
THE SLOPE OF ALL RAMP RUNS SHALL BE 1:12 MAXIMUM.
HEIGHT OF LANDINGS AND POSTS WILL NEED TO BE COORDINATED IN THE FIELD WITH NEW FINISHED GRADE AND SLOPING CONDITIONS



2 Section at Ramp
A2.3A SCALE 3/4" = 1'-0"



3 Section at Stairs
A2.3A SCALE 3/4" = 1'-0"

General Notes

- CONTRACTOR SHALL BE RESPONSIBLE FOR ALL BRACING DURING CONSTRUCTION. PROVIDE ADEQUATE SHORING OR BRACING DURING CONSTRUCTION TO RESIST ALL REQUIRED FORCES SUCH AS (BUT NOT LIMITED TO) DEAD LOADS, LIVE LOADS, SOIL PRESSURES, CONSTRUCTION LOADS, WIND AND UNBALANCED LOADING.

Concrete Notes

- ALL CONCRETE SHALL HAVE A MAXIMUM SLUMP OF 4" AND A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 3000 PSI.

Framing Notes

- ALL LUMBER SHALL BE PRESSURE TREATED.
- CONNECTORS INDICATED ARE SIMPSON STRONG TIE INC. USE ONLY SIMPSON HARDWARE TO ATTACH SIMPSON CONNECTORS.
- ALL FASTENERS ARE TO BE HOT DIPPED GALVANIZED.
- BOLTED CONNECTIONS:
BOLTS: A578 A307 ZINC COATED
WASHERS: A578 F844 ZINC COATED
NUTS: A578 A563 ZINC COATED, GRADE AND STYLE AS REQUIRED FOR A307 BOLTS
DRILL BOLT HOLES IN WOOD FRAMING. HOLES SHALL BE ACCURATELY ALIGNED IN BEAMS AND POSTS. BOLTS SHALL NOT BE FORCIBLY DRIVEN.
- NAILS TO BE GALVANIZED STEEL RING SHANK. FOR DECKING USE GALVANIZED SCREWS, TWO PER JOIST CROSSING. FOR BEAMS AND JOISTS USE 16D GALVANIZED NAILS.
- ALL WOOD FRAMED STAIRS, RAMP AND ASSOCIATED RAILINGS SHALL BE PAINTED. ADA RAMP WALKING SURFACE SHALL HAVE "SHARKGRIP" SLIP RESISTANT PAINT ADDITIVE. NEW COLORS SHALL MATCH EXISTING. PRIMER AND PAINT SHALL BE QUALITY GRADE EXTERIOR RATED FOR WOOD APPLICATIONS AS MANUFACTURED BY SHERWIN WILLIAMS, BEHR OR ARCHITECT APPROVED EQUAL. PROVIDE PRODUCT DATA SUBMITTAL FOR REVIEW. PROVIDE A PAINT SAMPLE OF COLORS USED FOR OWNER REVIEW PRIOR TO BEGINNING WORK.

Soil Bearing Notes

- SOILS SHALL BE PROPERLY COMPACTED AT LOCATIONS WHERE NEW WOOD FRAMED POSTS WILL BE SUPPORTED. ALLOWABLE SOIL BEARING CAPACITY SHALL BE 1500 PSF. AT POST LOCATIONS. ALL FOOTING EXCAVATIONS SHALL BE EVALUATED BY THE GEOTECHNICAL ENGINEER PRIOR TO THE PLACEMENT OF CONCRETE OR SUPPORT STRUCTURE. CONTRACTOR SHALL EXERCISE CAUTION TO INSURE THAT ALL RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEER ARE FOLLOWED CLOSELY.
- ALL FOOTING EXCAVATIONS SHALL BE INSPECTED, PRIOR TO CONCRETE PLACEMENT, BY A SOILS ENGINEER TO VERIFY SUITABLE BEARING MATERIAL OF CAPACITY AS SPECIFIED.
- BOTTOM OF NEW WOOD FRAMED POST FOOTINGS SHALL BE AT LEAST 12 INCHES BELOW FINISH GRADE.

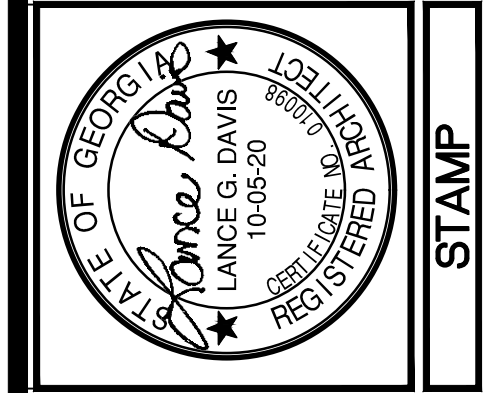
Stair and Guardrail Notes

- ALL HANDRAILS AND GUARDRAILS TO BE CONSTRUCTED TO RESIST A SINGLE CONCENTRATED LOAD OF 200 POUNDS APPLIED IN ANY DIRECTION AND AT ANY POINT ALONG THE TOP.
- ALL HANDRAILS AND GUARDRAILS SHALL BE CONSTRUCTED TO RESIST A LOAD OF 50 PLF APPLIED AT ANY POINT ALONG THE TOP.
- HANDRAIL GRIPPING SURFACES SHALL BE CONTINUOUS WITHOUT INTERRUPTION BY POSTS OR OTHER OBSTRUCTIONS.
- ENDS OF HANDRAILS SHALL EITHER BE ROUNDED OR RETURNED SMOOTHLY TO FLOOR, WALL OR POSTS.
- MAXIMUM HEIGHT OF STAIR RISERS SHALL BE 11 INCHES, MINIMUM HEIGHT OF STAIR RISERS SHALL BE 4 INCHES.
- THE VARIATION BETWEEN THE SIZES OF THE LARGEST AND SMALLEST RISER OR BETWEEN THE LARGEST AND SMALLEST TREAD DEPTHS SHALL NOT EXCEED 3/8 INCHES IN ANY FLIGHT.
- MINIMUM STAIR TREAD DEPTH SHALL BE 11 INCHES.
- THE SIZE OF NEW LANDING AND WIDTH OF NEW STAIRS SHALL MATCH EXISTING.
- GUARDRAILS SHALL BE NOT LESS THAN 42 INCHES TALL.
- OPEN GUARDS SHALL HAVE INTERMEDIATE RAILS SUCH THAT A SPHERE 4 INCHES IN DIAMETER IS NOT ABLE TO PASS THROUGH ANY OPENING UP TO A HEIGHT OF 34 INCHES.

ADA Ramp Notes

- THE MAXIMUM SLOPE OF THE NEW ADA RAMP SHALL BE 1:12. IF A GRADE CHANGE OF MORE THAN 30 INCHES OCCURS, A 5'-0" LANDING WILL BE REQUIRED PER ADA STANDARDS.
- THE CLEAR WIDTH BETWEEN HANDRAILS SHALL BE 36 INCHES MINIMUM.
- RAMP SHALL HAVE LANDINGS AT THE TOP AND THE BOTTOM OF EACH RAMP RUN AND WHERE THE RAMP CHANGES DIRECTIONS.
- RAMP THAT CHANGE DIRECTION BETWEEN RUNS AT LANDINGS SHALL HAVE A CLEAR LANDING 60 INCHES MINIMUM BY 60 INCHES MINIMUM.
- RAMP SHALL HAVE HANDRAILS ON BOTH SIDES.
- RAMP SHALL HAVE EDGE PROTECTION ON BOTH SIDES OF RAMP RUNS AND LANDINGS.
- ALL HANDRAILS SHALL BE CONSTRUCTED TO RESIST A LOAD OF 50 PLF APPLIED AT ANY POINT ALONG THE TOP.
- HANDRAIL GRIPPING SURFACES SHALL BE CONTINUOUS WITHOUT INTERRUPTION BY POSTS OR OTHER OBSTRUCTIONS.
- ENDS OF HANDRAILS SHALL EITHER BE ROUNDED OR RETURNED SMOOTHLY TO FLOOR, WALL OR POSTS.
- TOP OF GRIPPING SURFACES OF HANDRAILS SHALL BE 34 INCHES MINIMUM AND 38 INCHES MAXIMUM.
- HANDRAILS SHALL EXTEND HORIZONTALLY 12 INCHES MINIMUM BEYOND THE TOP AND BOTTOM OF RAMP RUNS.

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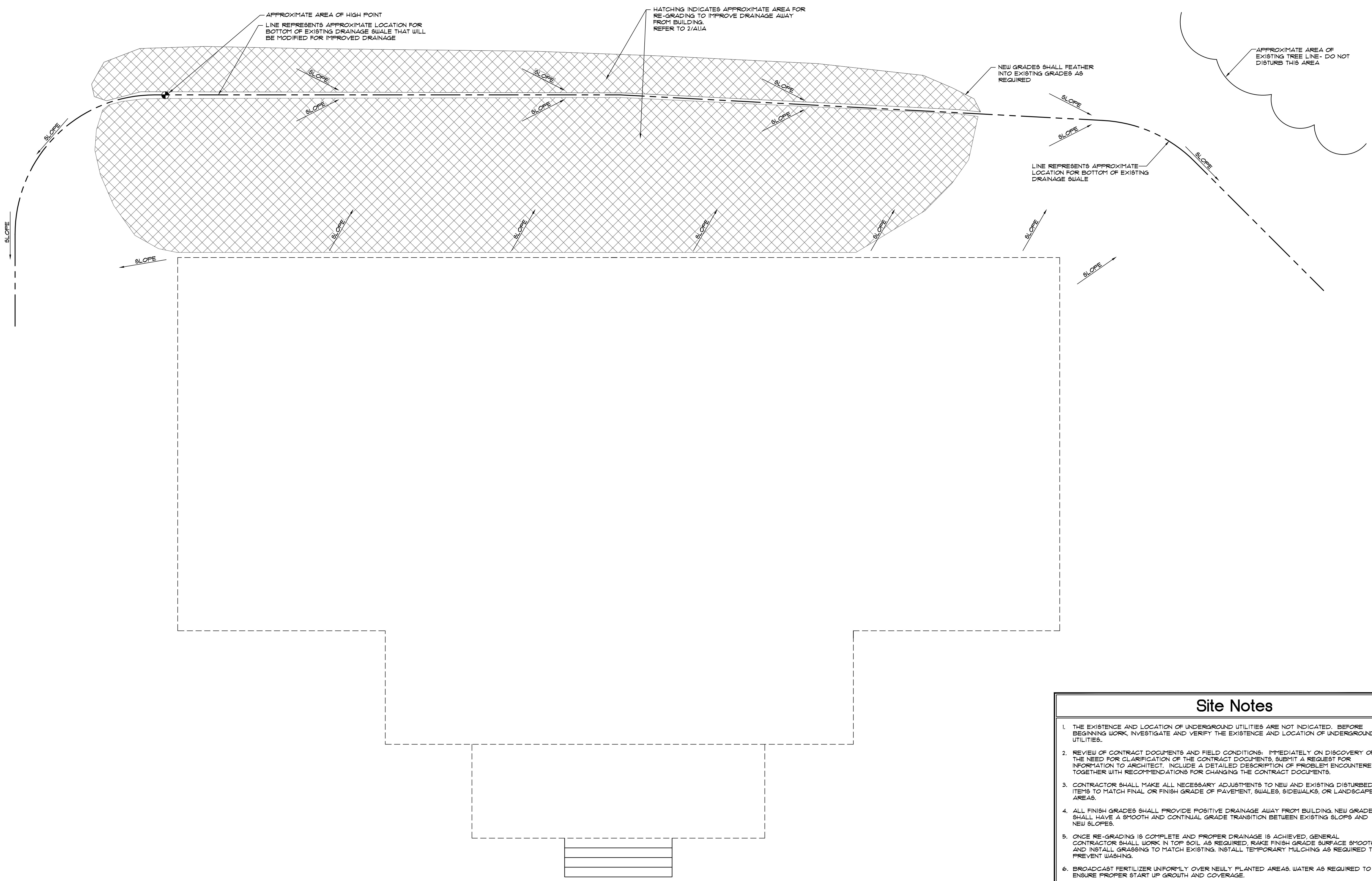
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WATKINSVILLE, GA.

FRAMING PLAN	DESIGN	DRAWN	CHECKED	LOG
FRAMING DETAILS	LOG	PFI	LOG	

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New Site Plan
 SCALE 1/4" = 1'-0"



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DATE	NO.	DESCRIPTION	RELEASED FOR BID
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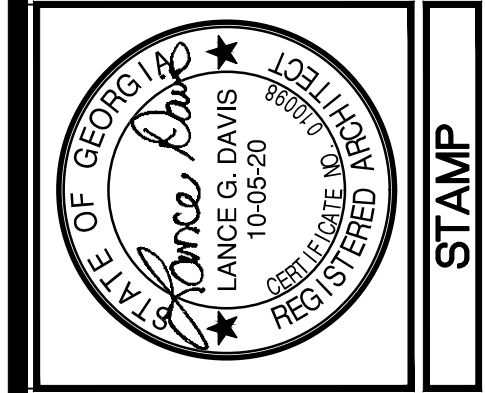
10/05/20	A20-081	081-A11BDWG
DATE	PROJ. NUMBER	FILE NAME

DESIGN	DRAWN	CHECKED
LGD	PFI	LGD

Site Notes

- THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES ARE NOT INDICATED. BEFORE BEGINNING WORK, INVESTIGATE AND VERIFY THE EXISTENCE AND LOCATION OF UNDERGROUND UTILITIES.
- REVIEW OF CONTRACT DOCUMENTS AND FIELD CONDITIONS: IMMEDIATELY ON DISCOVERY OF THE NEED FOR CLARIFICATION OF THE CONTRACT DOCUMENTS, SUBMIT A REQUEST FOR INFORMATION TO ARCHITECT. INCLUDE A DETAILED DESCRIPTION OF PROBLEM ENCOUNTERED, TOGETHER WITH RECOMMENDATIONS FOR CHANGING THE CONTRACT DOCUMENTS.
- CONTRACTOR SHALL MAKE ALL NECESSARY ADJUSTMENTS TO NEW AND EXISTING DISTURBED ITEMS TO MATCH FINAL OR FINISH GRADE OF PAVEMENT, SWALES, SIDEWALKS, OR LANDSCAPED AREAS.
- ALL FINISH GRADES SHALL PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDING. NEW GRADES SHALL HAVE A SMOOTH AND CONTINUAL GRADE TRANSITION BETWEEN EXISTING SLOPES AND NEW SLOPES.
- ONCE RE-GRADING IS COMPLETE AND PROPER DRAINAGE IS ACHIEVED, GENERAL CONTRACTOR SHALL WORK IN TOP SOIL AS REQUIRED, RAKE FINISH GRADE SURFACE SMOOTH AND INSTALL GRASSING TO MATCH EXISTING. INSTALL TEMPORARY MULCHING AS REQUIRED TO PREVENT WASHING.
- BROADCAST FERTILIZER UNIFORMLY OVER NEWLY PLANTED AREAS, WATER AS REQUIRED TO ENSURE PROPER START UP GROWTH AND COVERAGE.

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NEW FLOOR PLAN		
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LGD	PFI	LGD

DATE	NO.	DESCRIPTION	RELEASED FOR BID
10/05/20			

10/05/20	A20-081	081-A11BDWG
DATE	PROJ. NUMBER	FILE NAME

A1.1B

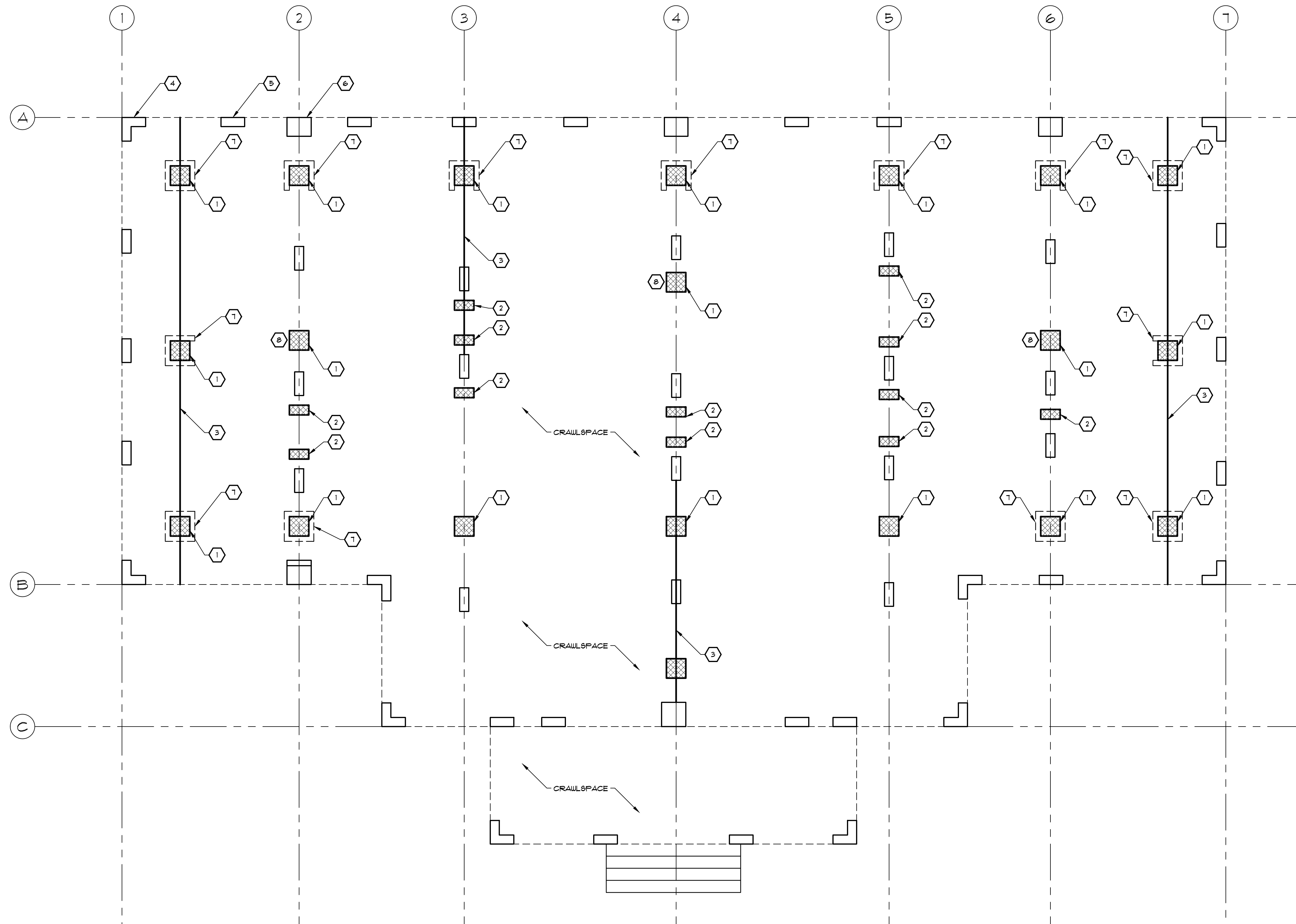
STAMP

PROJECT

SHEET TITLE

RELEASE

FILE NUMBER

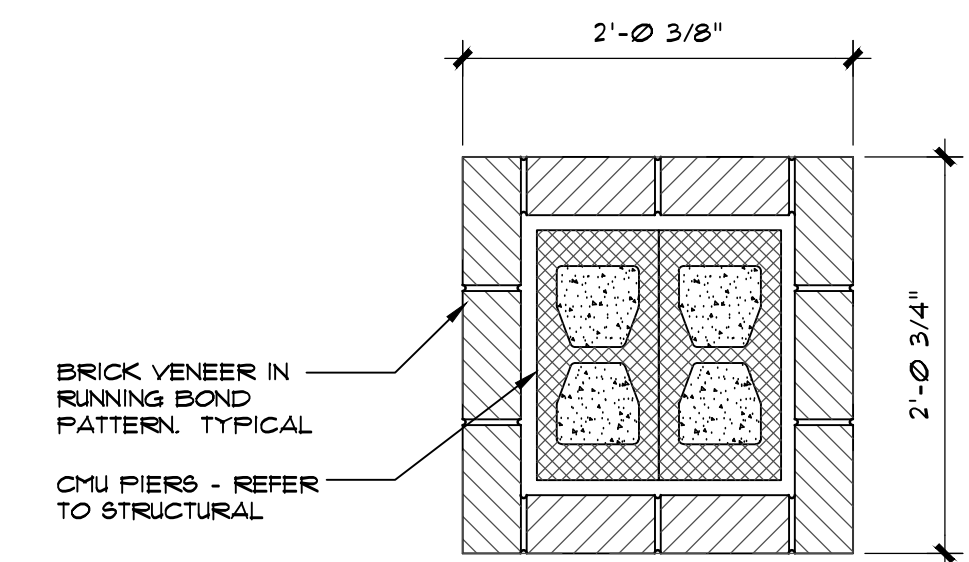


1 **New Foundation Plan**
A2.1B SCALE 1/4" = 1'-0"

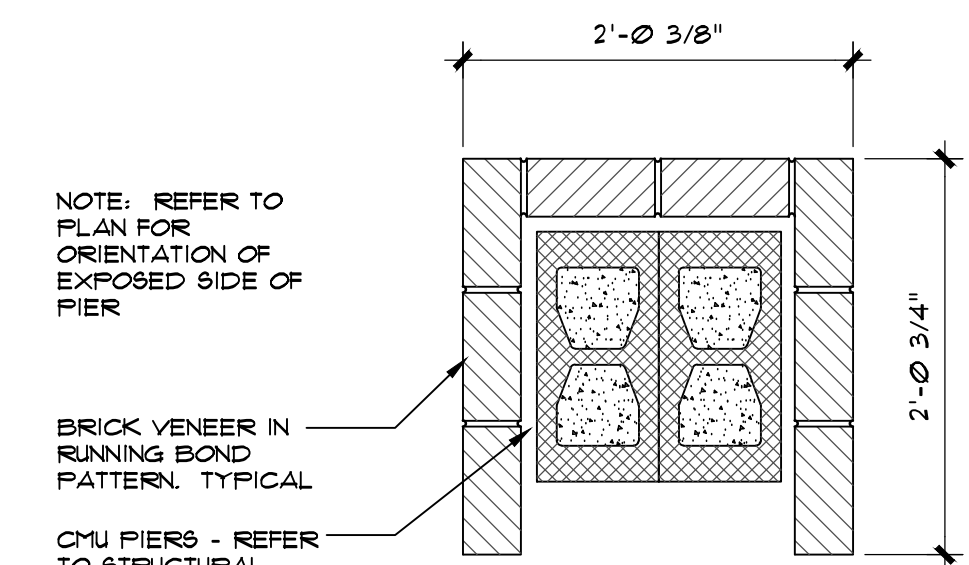


Floor Plan Key Notes

- 1 INDICATES NEW 16" X 16" CMU PIER. REFER TO STRUCTURAL FOR ADDITIONAL INFORMATION.
- 2 INDICATES NEW 8" X 16" CMU PIER. REFER TO STRUCTURAL FOR ADDITIONAL INFORMATION.
- 3 INDICATES NEW FRAMING MEMBER. REFER TO STRUCTURAL FOR ADDITIONAL INFORMATION.
- 4 INDICATES EXISTING CORNER PIER. GENERAL CONTRACTOR TO PROTECT DURING CONSTRUCTION. ANY DAMAGES THAT OCCUR WILL BE REPAIRED AT NO ADDITIONAL COSTS TO THE OWNER. TYPICAL.
- 5 INDICATES EXISTING 8"X16" PIER. GENERAL CONTRACTOR TO PROTECT DURING CONSTRUCTION. ANY DAMAGES THAT OCCUR WILL BE REPAIRED AT NO ADDITIONAL COSTS TO THE OWNER. TYPICAL.
- 6 INDICATES EXISTING 16"X16" PIER. GENERAL CONTRACTOR TO PROTECT DURING CONSTRUCTION. ANY DAMAGES THAT OCCUR WILL BE REPAIRED AT NO ADDITIONAL COSTS TO THE OWNER. TYPICAL.
- 7 WRAP NEW CMU PIER WITH NEW BRICK VENEER AS SHOWN ON PLAN. REFER TO DETAILS THIS SHEET.
- 8 ADD ALTERNATE: REPLACE EXISTING CURVED POST WITH NEW WOOD POST. SHAPE SHALL MATCH EXISTING. TYPICAL AT 3 LOCATIONS.

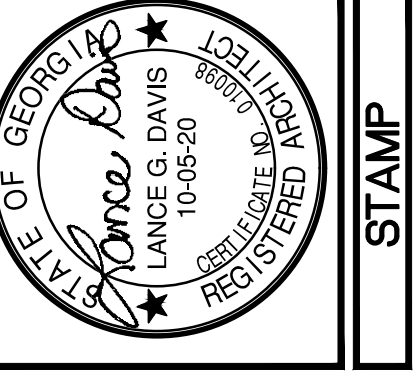


2 **Brick Veneer Detail**
A2.1B SCALE 1" = 1'-0"



3 **Brick Veneer Detail**
A2.1B SCALE 1" = 1'-0"

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WATKINSVILLE, GA.

FOUNDATION PLAN	DESIGN	DRAWN	CHECKED
LGD	LGD	PFI	LGD

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DATE	PROJ. NUMBER	FILE NAME

A2.1B

DESIGN

BUILDING CODE: INTERNATIONAL BUILDING CODE 2018 (IBC) W/ GEORGIA STATE AMENDMENTS

RISK CATEGORY: I
Ie = 1.00
105 MPH (V1 = 3-SECOND GUST)
82 MPH (V10 = NOMINAL)
EXPOSURE CATEGORY: B
INTERNAL PRESSURE COEFFICIENT (GCp): ± 0.18

SEISMIC:
RISK CATEGORY II
E = 1.0 P = 1.0
SS = 0.203 SI = 0.085
SDS = 0.216 SDI = 0.136
SITE CLASS = D
SEISMIC DESIGN CATEGORY = C

SEISMIC RESISTING SYSTEM:

EAGLE TAVERN: INTERMEDIATE REINFORCED MASONRY SHEAR WALLS
R = 3.5 Ds = 2.5 Cr = 4
CENTRAL SCHOOL HOUSE: EXISTING LATERAL RESISTING SYSTEMS ARE NOT MODIFIED BY THESE DRAWINGS. IN ADDITION, ANY MODIFICATIONS WILL NOT ADD SEISMIC LOADING TO THE EXISTING BUILDINGS. PER SUANT TO BC 3404.4 (2012), THE SYSTEMS SET FORTH IN THIS MANUAL REMAIN SEISMICALLY VALIDATED.

MISCELLANEOUS:

- 1. THE FOLLOWING NOTES APPLY TO ALL PROJECT RELATED STRUCTURAL DRAWINGS. THIS INCLUDES THESE DRAWINGS, FIELD SKETCHES AND RESPONSES TO REQUESTS FOR INFORMATION (RFIs), UNLESS OTHERWISE INDICATED.
2. STRUCTURAL DRAWINGS SHALL BE COORDINATED WITH ARCHITECTURAL DRAWINGS. CONTRACTOR IS RESPONSIBLE FOR COORDINATING PERTINENT ASPECTS OF ALL DISCIPLINES INTO THEIR SHOP DRAWINGS AND WORK, AND SHALL NOTIFY THE ARCHITECT OF ANY DISCREPANCIES OR OMISSIONS.
3. NO OPENINGS OR MODIFICATIONS SHALL BE MADE IN ANY STRUCTURAL MEMBER WITHOUT THE PRIOR WRITTEN APPROVAL OF THE ARCHITECT.
4. NO CHANGE IN SIZE OR DIMENSION OF STRUCTURAL MEMBERS SHALL BE MADE WITHOUT THE PRIOR WRITTEN APPROVAL OF THE ARCHITECT.
5. THE STRUCTURE IS DESIGNED TO FUNCTION AS A UNIT UPON COMPLETION. THE CONTRACTOR IS RESPONSIBLE FOR FURNISHING ALL DESIGN ADEQUACY, SAFETY AND STABILITY OF TEMPORARY BRACING AND SHORING THAT MAY BE REQUIRED AS A RESULT OF THE CONTRACTOR'S CONSTRUCTION METHODS AND/OR SEQUENCES. THE CONTRACTOR IS RESPONSIBLE FOR LIMITING THE AMOUNT OF CONSTRUCTION LOAD IMPOSED ON THE STRUCTURAL FRAMING. APPLIED CONSTRUCTION LOADS SHALL NOT EXCEED THE DESIGN CAPACITY OF ANY STRUCTURAL BUILDING ELEMENT.
7. DO NOT SCALE THESE DRAWINGS. USE DIMENSIONS FOR DIMENSIONS NOT SHOWN ON THE STRUCTURAL CONTRACT DOCUMENTS. SEE ARCHITECTURAL DRAWINGS. GENERAL CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS.
8. THE CONTRACTOR SHALL INFORM THE PROFESSIONAL OF RECORD IN WRITING OF ANY DEVIATION FROM THE CONTRACT DOCUMENTS. THE CONTRACTOR SHALL NOT BE RELIEVED OF THE RESPONSIBILITY OF SUCH DEVIATION BY THE PROFESSIONAL OF RECORD, REVIEW OF SHOP DRAWINGS, PRODUCT DATA, ETC. UNLESS THE CONTRACTOR HAS SPECIFICALLY INFORMED THE PROFESSIONAL OF RECORD OF SUCH DEVIATION AT THE TIME OF SUBMISSION AND THE ARCHITECT HAS GIVEN WRITTEN APPROVAL TO THE SPECIFIC DEVIATION.
9. WHERE A SECTION OR DETAIL IS CUT ON THE PLAN, IT IS UNDERSTOOD TO BE REPRESENTATIVE OF ALL LIKE OR SIMILAR CONDITIONS. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING SUCH REQUIREMENTS INTO THEIR SHOP DRAWINGS AND WORK.
10. AT ALL TIMES THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR THE CONDITIONS OF THE JOBSITE INCLUDING SAFETY OF PERSONS AND PROPERTY. THE ARCHITECTS OR ENGINEERS PRESENCE AT THE JOBSITE OR REVIEW OF WORK DOES NOT IMPLY CONFIRMATION OF THE ADEQUACY OF THE CONTRACTORS MEANS OR METHODS OF CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE FOR THE COMPLIANCE WITH OSHA REGULATIONS.
11. THE GENERAL CONTRACTOR SHALL VERIFY ALL DIMENSIONS AND SITE CONDITIONS BEFORE STARTING WORK. THE CONTRACTOR SHALL NOTIFY THE STRUCTURAL ENGINEER OF RECORD IN WRITING OF ALL CONDITIONS ENCOUNTERED IN THE FIELD THAT ARE CONTRADICTORY TO THOSE SHOWN ON THE STRUCTURAL DRAWINGS.
12. STRUCTURAL CONTRACT DOCUMENTS SHALL NOT INCLUDE SHOP DRAWINGS, VENDOR DRAWINGS, OR ANY MATERIAL PREPARED AND SUBMITTED BY THE CONTRACTOR OR SUBCONTRACTOR.
13. REFERENCE TO STANDARD SPECIFICATIONS OF ANY TECHNICAL SOCIETY, ORGANIZATION OR ASSOCIATION OR TO CODES OF LOCAL OR STATE AUTHORITIES, SHALL MEAN THE LATEST STANDARD, CODE SPECIFICATION OR TENTATIVE SPECIFICATION ADOPTED AND PUBLISHED AT THE DATE OF TAKING BIDS, UNLESS SPECIFICALLY STATED OTHERWISE.
14. THE CONTRACTOR SHALL COMPARE STRUCTURAL SECTIONS WITH THE ARCHITECTURAL SECTIONS AND REPORT ANY DISCREPANCY TO THE ARCHITECT PRIOR TO FABRICATING OR INSTALLING STRUCTURAL MEMBERS.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES IN ORDER TO COMPLY WITH THE CONTRACT DRAWINGS AND SPECIFICATIONS.

SUBMITTALS:

- 1. STRUCTURAL DRAWINGS GIVE REPRESENTATIVE DETAILS AND ARE NOT INTENDED TO SHOW ALL CONDITIONS THAT MAY BE PRESENT. SHOP DRAWINGS SHALL DETAIL ALL CONDITIONS IN ACCORDANCE WITH THE SPECIFIC REQUIREMENTS AS INDICATED IN THE PROJECT DOCUMENTS.
2. CONTRACTOR SHALL SUBMIT A SCHEDULE OF SHOP DRAWING SUBMITTAL DATES TO ARCHITECT AT LEAST 30 DAYS PRIOR TO FIRST SUBMITTAL. FAILURE TO SUBMIT DRAWINGS ON DESIGNATED DATE MAY IMPACT REVIEW SCHEDULE.
3. ANY MATERIALS OR PRODUCTS SUBMITTED FOR APPROVAL THAT ARE DIFFERENT FROM THE MATERIALS OR PRODUCTS SPECIFIED IN THE STRUCTURAL CONTRACT DOCUMENTS WILL BE CONSIDERED ONLY IF THE FOLLOWING CRITERIA ARE SATISFIED:
A. A COST SAVINGS TO THE OWNER IS DOCUMENTED AND SUBMITTED WITH THE REQUEST.
B. THE MATERIAL OR PRODUCT HAS BEEN APPROVED BY THE INTERNATIONAL CODE COUNCIL (ICC) AND THE ICC-ES REPORT IS SUBMITTED WITH THE REQUEST. SUBMITTALS NOT SATISFYING THE ABOVE CRITERIA WILL NOT BE CONSIDERED.
4. REVIEW OF SUBMITTALS OR SHOP DRAWINGS BY THE STRUCTURAL ENGINEER OF RECORD DOES NOT RELIEVE THE CONTRACTOR OF THE SOLE RESPONSIBILITY TO REVIEW AND CHECK SHOP DRAWINGS BEFORE SUBMITTAL TO THE STRUCTURAL ENGINEER OF RECORD. THE CONTRACTOR REMAINS SOLELY RESPONSIBLE FOR ERRORS AND OMISSIONS ASSOCIATED WITH THE PREPARATION OF SHOP DRAWINGS AS THEY PERTAIN TO MEMBER SIZES, DETAILS AND DIMENSIONS SPECIFIED IN THE CONTRACT DOCUMENTS.
5. ALL APPROVED SUBMITTALS, INCLUDING BUT NOT LIMITED TO SHOP DRAWINGS, SHALL BE MADE AVAILABLE ON THE JOBSITE FOR REVIEW BY THE INSPECTOR.
6. REPRODUCTION OF CONTRACT DOCUMENTS FOR USE AS SHOP DRAWINGS IS NOT PERMITTED.

FOUNDATIONS:

- 1. SPREAD FOOTINGS SHALL BEAR ON SOIL CAPABLE OF SUSTAINING AN ASSUMED NET ALLOWABLE BEARING PRESSURE OF 1.5 KSF FOR FOOTINGS.
2. THE SITE SHALL BE PREPARED IN ACCORDANCE WITH PROJECT SPECIFICATIONS. A GEOTECHNICAL INVESTIGATION HAS NOT BEEN PERFORMED ON THIS SITE PRIOR TO THE RELEASE OF THESE DRAWINGS. A QUALIFIED GEOTECHNICAL ENGINEER SHALL VERIFY ALL ASSUMPTIONS AND REPORT ANY VARIATIONS OR DISCREPANCIES TO THE ENGINEER.
3. THE FOOTINGS HAVE BEEN POSITIONED AT THE ESTIMATED ELEVATION WHICH WILL PROVIDE SUITABLE BEARING. HOWEVER, IF ADEQUATE BEARING CAPACITY IS NONEXISTENT AT THESE ESTIMATED ELEVATIONS, THE FOOTING SHALL BE LOWERED TO AN ELEVATION WHERE THE PRESCRIBED SAFE BEARING CAPACITY EXISTS (AS RECOMMENDED BY A QUALIFIED GEOTECHNICAL ENGINEER).
4. FOOTINGS MAY BE CAST INTO AN EARTH-FORMED TRENCH IF SOIL CONDITIONS PERMIT.
5. EXCAVATION FOR FOOTINGS SHALL BE CUT TO ACCURATE SIZE AND DIMENSIONS AS SHOWN ON PLANS. ALL SOIL BELOW SLABS AND FOOTINGS SHALL BE PROPERLY COMPACTED AND SUBGRADE BROUGHT TO A REASONABLE TRUE AND LEVEL PLANE BEFORE PLACING CONCRETE.
6. IN AREA OF THE BUILDING, EXISTING ORGANIC MATERIAL, UNSUITABLE SOIL, ABANDONED FOOTINGS AND ANY OTHER EXISTING UNSUITABLE MATERIALS SHALL BE REMOVED. ANY FILL MATERIAL REQUIRED AT THE SITE SHALL BE OF A SIMILAR TYPE SOIL THAT IS PRESENT AT THIS SITE AND APPROVED BY A QUALIFIED GEOTECHNICAL ENGINEER. ROCKS GREATER THAN 6 IN. SHALL BE EXCLUDED FROM STRUCTURAL FILL LIFTS. FILL MATERIAL SHALL BE PLACED IN LIGES LIFTS NO GREATER THAN 8 INCHES IN DEPTH AND SHALL BE COMPACTED TO AT LEAST 95% OF THE MATERIALS MAXIMUM DRY DENSITY AS DETERMINED BY THE STANDARD COMPACTION TEST (ASTM D698). THE UPPER 12" OF FILL BENEATH STRUCTURAL AREAS SHOULD BE COMPACTED TO 98% OF THE MATERIALS MAXIMUM DRY DENSITY AS DETERMINED BY THE STANDARD COMPACTION TEST (ASTM D698). ADEQUATE FIELD DENSITY AND MOISTURE CONTENT TESTS SHALL BE PERFORMED BY AN INDEPENDENT TESTING AGENCY TO ENSURE COMPLIANCE.
7. FOOTING CONCRETE SHALL BE CAST ON THE SAME DAY THE EXCAVATION IS APPROVED. IF THE BEARING SURFACE IS ALLOWED TO BECOME DISTURBED IN ANY WAY, IT SHALL BE REWORKED TO THE SATISFACTION OF AN INDEPENDENT TESTING AGENCY PRIOR TO CASTING OF THE CONCRETE.
8. ALL EXCAVATIONS AND STRUCTURE BEARING PADS SHALL BE INSPECTED BY AN INDEPENDENT TESTING AGENCY PRIOR TO CONCRETE PLACEMENT. THE INDEPENDENT TESTING AGENCY SHALL BE THE SOLE JUDGE AS TO THE SUITABILITY OF THE BEARING MATERIAL.
9. NO EXCAVATION SHALL BE CLOSER THAN AT A SLOPE OF 2:1 (2 HORIZONTAL TO 1 VERTICAL) TO A FOOTING. PROVIDE SHORING AND PROTECTION FOR EXCAVATION BANKS AS NECESSARY TO PRESERVE SAFETY AND PREVENT CAVING.
10. ALL BEARING STRATA SHALL BE ADEQUATELY DRAINED BEFORE FOUNDATION CONCRETE IS PLACED.
11. BACKFILL AGAINST WALLS SHALL BE PLACED IN 6" LIFTS. BACKFILL SHALL NOT BE PLACED AGAINST WALLS DEPENDENT UPON TOP AND BOTTOM SLABS/FOUNDATION FOR SUPPORT UNTIL SUCH SLABS HAVE ATTAINED MINIMUM SUFFICIENT BRACING AND SHORING FOR ALL WORK DURING THE CONSTRUCTION PROCESS.
12. THE CONTRACTOR SHALL PROVIDE AN ADEQUATE DRAINAGE SYSTEM FOR ALL BACKFILL CONDITIONS PER ARCHITECTURAL DRAWINGS AND SPECIFICATIONS.
13. THERE SHALL BE NO HORIZONTAL CONSTRUCTION JOINTS IN ANY FOOTING WITHOUT PRIOR WRITTEN APPROVAL FROM ENGINEER.

CONCRETE:

- 1. ALL CONCRETE DESIGN AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH ACI 318-14 AND ACI 308-16.
2. CEMENT USED SHALL BE TYPE I OR II CONFORMING TO ASTM C-150. CONCRETE SHALL DEVELOP A MINIMUM 28 DAY STRENGTH AND DENSITY AS FOLLOWS:
FOOTINGS STRENGTH (PSI) DENSITY (PCF)
3000 145 - 150
3. AGGREGATE SHALL BE WELL GRADATED AND SHALL CONFORM TO THE FOLLOWING:
FOOTINGS (DENSITY 145 - 150 PCF) 1 COARSE AGGREGATE (ASTM C-33)
4. CONTRACTOR SHALL SUBMIT CONCRETE MIX DESIGNS FOR REVIEW IN ADVANCE OF CONCRETE PLACEMENT. CONCRETE MIX DESIGN SHALL INCLUDE ALL STRENGTH DATA NECESSARY TO SHOW COMPLIANCE WITH THE PROJECT SPECIFICATIONS BY EITHER THE TRIAL BATCH OR FIELD EXPERIENCE METHOD AND SHALL BE CERTIFIED BY A PROFESSIONAL ENGINEER REGISTERED IN THE STATE OF GEORGIA. RESULTS OF ALL COMPRESSIVE STRENGTH TEST SHALL BE MADE AVAILABLE AT THE JOBSITE FOR REVIEW BY THE INSPECTOR.
5. ALL MIXING, TRANSPORTING, PLACING AND CURING OF CONCRETE SHALL BE DONE IN ACCORDANCE WITH THE RECOMMENDATIONS OF THE AMERICAN CONCRETE INSTITUTE.
6. NO ADDITIONAL WATER SHALL BE ADDED TO CONCRETE AT THE JOB SITE.
7. MINIMUM CONCRETE COVER UNLESS NOTED OTHERWISE
A. #11 BARS AND SMALLER: 3/4 INCHES
B. UNFORMED SURFACE IN CONTACT WITH THE GROUND: 3 INCHES
C. BASEMENT WALLS: 2 INCHES EXTERIOR 3/4 INCHES INTERIOR
D. FORMED SURFACES EXPOSED TO EARTH OR WEATHER
#6 BARS AND LARGER: 2 INCHES
#5 BARS AND SMALLER: 1 1/2 INCHES
E. FORMED SURFACES NOT EXPOSED TO EARTH OR WEATHER
BEAMS, GIRDERS AND COLUMNS: 1 1/2 INCHES
SLABS, WALLS, AND JOISTS: 3/4 INCHES
8. PLACEMENT OF CONCRETE, COLD WEATHER AND HOT WEATHER PRECAUTIONS, MATERIAL AND PROPORTIONING REQUIREMENTS, REBAR COVER AND DETAILING SHALL CONFORM TO REQUIREMENTS OF THE AMERICAN CONCRETE INSTITUTE (ACI) 318-14.
9. FORMING SHALL BE OF WOOD, STEEL, OR FIBERGLASS OF SATISFACTORY QUALITY AND CONDITION.
10. NO ADMIXTURES SHALL BE ADDED TO THE CONCRETE UNLESS APPROVED BY THE ENGINEER.
11. REINFORCING SHALL CONFORM TO ASTM A635, GR60 UNLESS NOTED OTHERWISE.
12. REINFORCING STEEL AND ACCESSORIES SHALL BE DETAILED IN ACCORDANCE WITH ACI 315 (MANUAL OF STANDARD PRACTICE FOR DETAILING CONCRETE STRUCTURES) AND CRSI MSP-1 (MANUAL OF STANDARD PRACTICE), LATEST EDITION.
13. ALL 'CONTINUOUS' REINFORCEMENT SHALL HAVE MINIMUM LAP OF 5' TYPE (ACI 318-14, SECTION 12.15.1) AT SPLICES UNLESS NOTED OTHERWISE.
14. SUBMIT REINFORCING PLACEMENT AND DETAIL (SHOP) DRAWINGS FOR REVIEW. NO REINFORCING BARS SHALL BE INSTALLED UNTIL THE SHOP DRAWINGS HAVE BEEN REVIEWED AND RETURNED.

- 15. ALL REINFORCING SHALL BE SUPPORTED IN FORMS SPACED WITH NECESSARY ACCESSORIES AND SHALL BE SECURELY WIRED TOGETHER IN ACCORDANCE WITH CRSI 'MANUAL OF STANDARD PRACTICE' (LATEST EDITION).
16. SCHEDULED OR DETAILED REINFORCING STEEL SHALL NOT BE TACK WELDED FOR ANY REASON. WELDED REINFORCING STEEL AND/OR SPLICES ARE PERMITTED ONLY WHERE SHOWN ON DRAWINGS. WHERE WELDING IS PERMITTED IT SHALL CONFORM TO AWS D1.4, STRUCTURAL WELDING CODE - REINFORCING STEEL.
17. WHERE FOOTINGS, WALLS, OR OTHER STRUCTURAL ELEMENTS INTERSECT, CORNER OR TEE, PROVIDE CORNER BARS WITH REQUIRED LAP LENGTHS TO PROVIDE CONTINUITY OF HORIZONTAL STEEL REINFORCING UNLESS NOTED OTHERWISE.

STRUCTURAL STEEL:

DESIGN CODE: AMERICAN INSTITUTE OF STEEL CONSTRUCTION 'SPECIFICATION FOR STRUCTURAL STEEL BUILDINGS - 15TH EDITION' (AISC)

- 1. STEEL SHALL CONFORM TO THE FOLLOWING GRADES:
ALL CHANNELS, ANGLES, PLATES, ETC. (LNO) ASTM A36 (Fy=36ksi)
STRUCTURAL TUBES ASTM A500 GRADE C (Fy=50ksi)
ANCHOR RODS ASTM F1554 (Fy=55ksi)
HIGH STRENGTH BOLTS ASTM A325
HEX NUTS - GRADE A ASTM A633
WELDING ELECTRODES E70XX HARDENED STEEL
WASHERS - TYPE I ASTM F436
2. ALL STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED AND ERECTED IN ACCORDANCE WITH THE AISC CODE OF STANDARD PRACTICE (2016) EXCEPT AS MODIFIED IN THESE NOTES AND THE PROJECT SPECIFICATIONS.
3. THE STEEL STRUCTURE IS A NON-SELF-SUPPORTING STEEL FRAME AND IS DEPENDENT UPON ATTACHMENT TO THE TIMBER STRUCTURE FOR STABILITY. PROVIDE ALL TEMPORARY SUPPORTS REQUIRED FOR STABILITY AND UNTIL THESE ELEMENTS ARE COMPLETE AND ARE CAPABLE OF PROVIDING THIS SUPPORT.
4. SPLICES OF STEEL MEMBERS UNLESS SHOWN ON THE DRAWINGS IS PROHIBITED WITHOUT WRITTEN APPROVAL OF THE ARCHITECT.
5. NO HOLES SHALL BE CUT IN ANY STEEL ELEMENT UNLESS THEY ARE DETAILED ON THE DRAWINGS.
6. UNLESS OTHERWISE SHOWN ON DRAWINGS, SIZE OF WELDS SHALL NOT BE SMALLER THAN 3/16". ALL WELDED JOINTS SHALL CONFORM TO THE PROVISIONS OF AWS D11, STRUCTURAL WELDING CODE BY AMERICAN WELDING SOCIETY. PROOF OF WELDER CERTIFICATION SHALL BE AVAILABLE AT THE JOB SITE DURING TIMES OF INSPECTION.
7. THE CONTRACTOR SHALL PROVIDE, AT NO ADDITIONAL COST, ALL ADDITIONAL STEEL CONNECTIONS, GUYING, ETC. REQUIRED FOR ERECTION.
8. OBTAIN ALL FIELD MEASUREMENTS REQUIRED FOR PROPER FABRICATION AND INSTALLATION OF WORK PRIOR TO DETAILING. PRECISE MEASUREMENTS ARE THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
9. THE FABRICATOR SHALL BE RESPONSIBLE FOR ALL ERRORS OF DETAILING ON THE SHOP DRAWINGS, ERRORS IN FABRICATION, AND FOR THE CORRECT FITTING OF STRUCTURAL STEEL MEMBERS.
10. ALL STRUCTURAL STEEL NOT RECEIVING FIRE PROOFING SHALL RECEIVE ONE SHOP COAT OF RUST INHIBITIVE PRIMER.

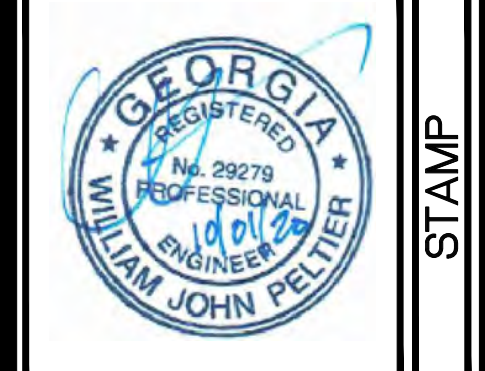
MASONRY:

- 1. ALL MASONRY DESIGN AND CONSTRUCTION SHALL CONFORM TO ACI 530-11 AND ACI 530-11.
2. MASONRY SHALL BE NORMAL WEIGHT AND HAVE A MINIMUM COMPRESSIVE STRENGTH, fm, OF 2,000 PSI BASED ON GROSS AREA. MORTAR SHALL CONFORM TO ASTM C270 TYPE M. GROUT SHALL CONFORM TO ASTM C476, WITH A MAXIMUM AGGREGATE SIZE OF 3/8" AND A MINIMUM COMPRESSIVE STRENGTH OF 2,000 PSI.
3. REINFORCING BARS SHALL CONFORM TO ASTM A 615 GRADE 60 UNLESS NOTED OTHERWISE.
4. CONTINUOUS WIRE REINFORCING (JOINT REINFORCING) SHALL BE GALVANIZED LADDER TYPE FABRICATED UNITS WITH A SINGLE PAIR OF 9 GA DIAMETER SIDE RODS AND CROSS RODS FABRICATED FROM COLD DRAWN STEEL WIRE COMPLYING WITH ASTM A82. JOINT REINFORCING SHALL BE SPACED AT 16" O.C. VERTICALLY IN ALL MASONRY WALLS UNLESS NOTED OTHERWISE. PROVIDE HOOK AND EYE VENEER REINFORCING IN ALL EXTERIOR WALLS.
5. ALL REINFORCED CELLS AND ALL CELLS BELOW FINISH FLOOR SHALL BE GROUTED SOLID.
6. WHEN A FOUNDATION DOWEL DOES NOT LINE UP WITH A VERTICAL BLOCK CORE, IT SHALL NOT BE SLOPED MORE THAN ONE HORIZONTAL IN SIX VERTICAL. DOWELS MAY BE GROUTED INTO A CELL IN VERTICAL ALIGNMENT EVEN THOUGH IT IS IN AN ADJACENT CELL TO THE VERTICAL WALL REINFORCING.
7. REINFORCING STEEL SHALL BE SECURED IN PLACE BEFORE GROUTING STARTS.
8. VERTICAL BARS SHALL BE HELD IN POSITION WITH PRE-MANUFACTURED TIES AT TOP AND BOTTOM AND AT INTERVALS NOT EXCEEDING 120 DIAMETERS OF THE REINFORCING NOR 6 FEET.
9. VERTICAL CELLS THAT WILL BE GROUTED SHALL HAVE A VERTICAL ALIGNMENT TO MAINTAIN A CONTINUOUS UNOBSTRUCTED CELL AREA NOT LESS THAN 2-1/2 x 3'.
10. GROUTING SHALL BE STOPPED 1/2" BELOW THE TOP OF A COURSE SO AS TO FORM A KEY AT THE POUR JOINT.
11. ALL BOLTS INSERTED IN THE WALLS SHALL BE GROUTED SOLIDLY INTO POSITION.
12. WHERE EXPANSION BOLTS OR OTHER ANCHORS ARE EMBEDDED INTO THE SIDE OF MASONRY WALLS, THE CELLS SHALL BE FULLY GROUTED AT LEAST 8" ABOVE AND BELOW EACH BOLT OR ANCHOR.
13. WHERE NOT OTHERWISE SHOWN, MASONRY WALL FOOTINGS SHALL BE 10" THICK AND HAVE A MINIMUM OF 4" PROJECTION ON EACH SIDE OF WALL. REINFORCE WITH (2) #5 BARS CONTINUOUS TOP AND BOTTOM.
14. WALLS SHALL BE GROUTED USING LOW LIFT GROUTING TECHNIQUES.
15. ALL MASONRY WALLS SHALL BE RUNNING BOND, UNLESS NOTED OTHERWISE IN PLAN OR SECTION.

WOOD FRAMING:

- 1. ALL WOOD DESIGN AND CONSTRUCTION SHALL CONFORM TO THE NATIONAL DESIGN SPECIFICATIONS FOR WOOD CONSTRUCTION (ANSI/AWC NDS-2018) AND RELATED SUPPLEMENTS.
2. UNLESS NOTED, USE SPRUCE PINE FIR (E=1800 KSI) LNO, 19% MAX MOISTURE CONTENT.
3. ALL WOOD IN CONTACT WITH CONCRETE, MASONRY OR SOIL OR PERMANENTLY EXPOSED TO WEATHER SHALL BE PRESSURE TREATED.
4. METAL CONNECTORS SHALL BE INSTALLED IN STRICT ACCORDANCE WITH THE MANUFACTURERS INSTRUCTIONS SO THAT THE MAXIMUM PUBLISHED CAPACITY IS DEVELOPED.
5. WHERE NO CONNECTION IS INDICATED ON THE DRAWINGS, ATTACHMENT SHALL BE MADE IN ACCORDANCE TO TABLE 2304.9-1 FASTENING SCHEDULE IN THE INTERNATIONAL BUILDING CODE.
6. ALL CONNECTORS SHALL BE G90 GALVANIZED STEEL, EXCEPT CONNECTORS IN CONTACT WITH PRESSURE TREATED, FIRE-RETARDANT OR WOL-MANIZED WOOD SHALL BE COATED WITH G95 ZINC COATING.
7. FURNISH BOLTS AND ANCHOR RODS WITH STANDARD NUT WASHER.
8. TOE NAILS SHALL BE DRIVEN AT A 30' ANGLE RELATIVE TO PIECE. START NAIL AT ONE-THIRD NAIL LENGTH FROM THE END OF PIECE.

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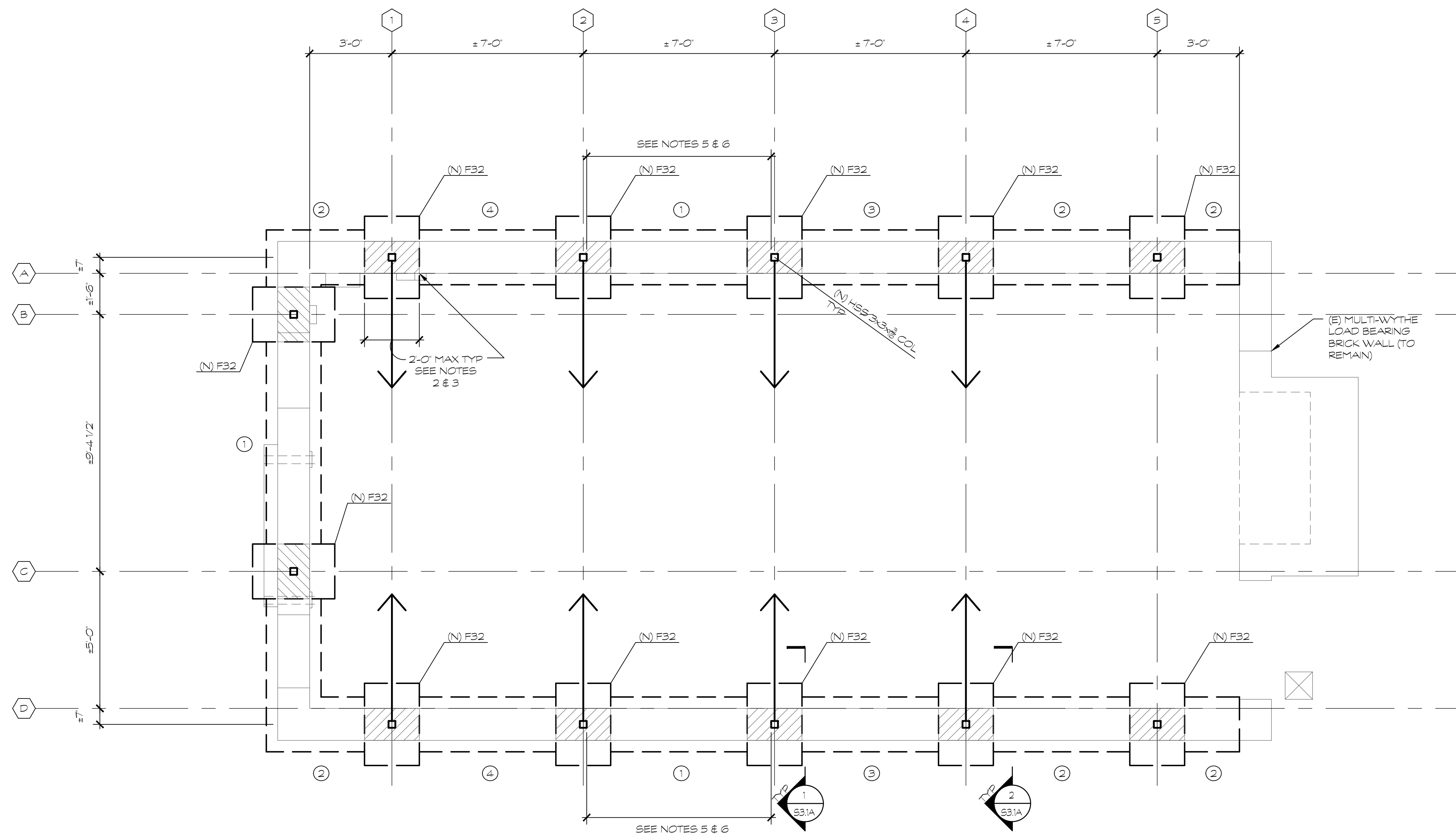
OCONEE COUNTY
EAGLE TAVERN &
CENTRAL SCHOOL HOUSE
FOUNDATION REPAIRS
WATKINSVILLE, GA.

Table with 2 columns: DESIGN, CHECKED. Rows for WJP.

Table with 2 columns: DATE, DESCRIPTION. Row for 10/02/20 RELEASE FOR BID.

Table with 2 columns: DATE, PROJ. NUMBER, FILE NAME, FILE NUMBER. Row for 10-02-20, A20-081.

S1.1



1 EAGLE TAVERN FOUNDATION PLAN
SCALE 3/8"=1'-0"

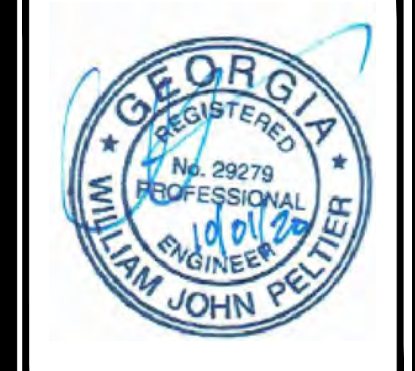
FOUNDATION NOTES

1. (E) INDICATES EXISTING, (N) INDICATES NEW.
2. LOCALLY DEMOLISH (E) MULTI-WAY THE LOAD BEARING WALL & (E) FOOTING TO INSTALL (N) CONCRETE FOOTING AND (N) COLUMN.
3. (N) CONC FOOTINGS SHALL BEAR ON COMPETENT SUBGRADE MATERIAL WITH A MINIMUM NET ALLOWABLE SOIL BEARING PRESSURE OF 1500 PSI. A QUALIFIED GEOTECHNICAL ENGINEER SHALL VERIFY BEARING BEFORE FOOTING PLACEMENT.
4. ↑ INDICATES 3/8" Ø CABLE BRACING (UP).
5. AFTER INSTALLATION OF (N) STEEL COLUMNS ARE COMPLETE, REMOVE (E) BRICK WALL IN SEGMENTED FASHION AND INSTALL (N) STRIP FOOTING AND (N) CMU WALLS BETWEEN COLUMNS.
6. ⊗ INDICATES PROPOSED SEQUENCING OF (E) BRICK WALL DEMOLITION. REMOVAL OF BACKFILL AND (E) BRICK SHALL BE PERFORMED IN STAGES AND NOT THE ENTIRE BUILDING AT ONCE. WHEN REMOVING BACKFILL AND (E) BRICK, WORK ONE BAY (BOTH WALLS) SIMULTANEOUSLY.
7. ± INDICATES FIELD DIMENSION TO BE VERIFIED BY GC.

FOOTING SCHEDULE

MARK	SIZE	REINFORCING	REMARKS
F32	3'-0" x 2'-0" x 10"	(3) #4 LW BOT (4) #4 SW BOT	

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EAGLE TAVERN
FOUNDATION PLAN

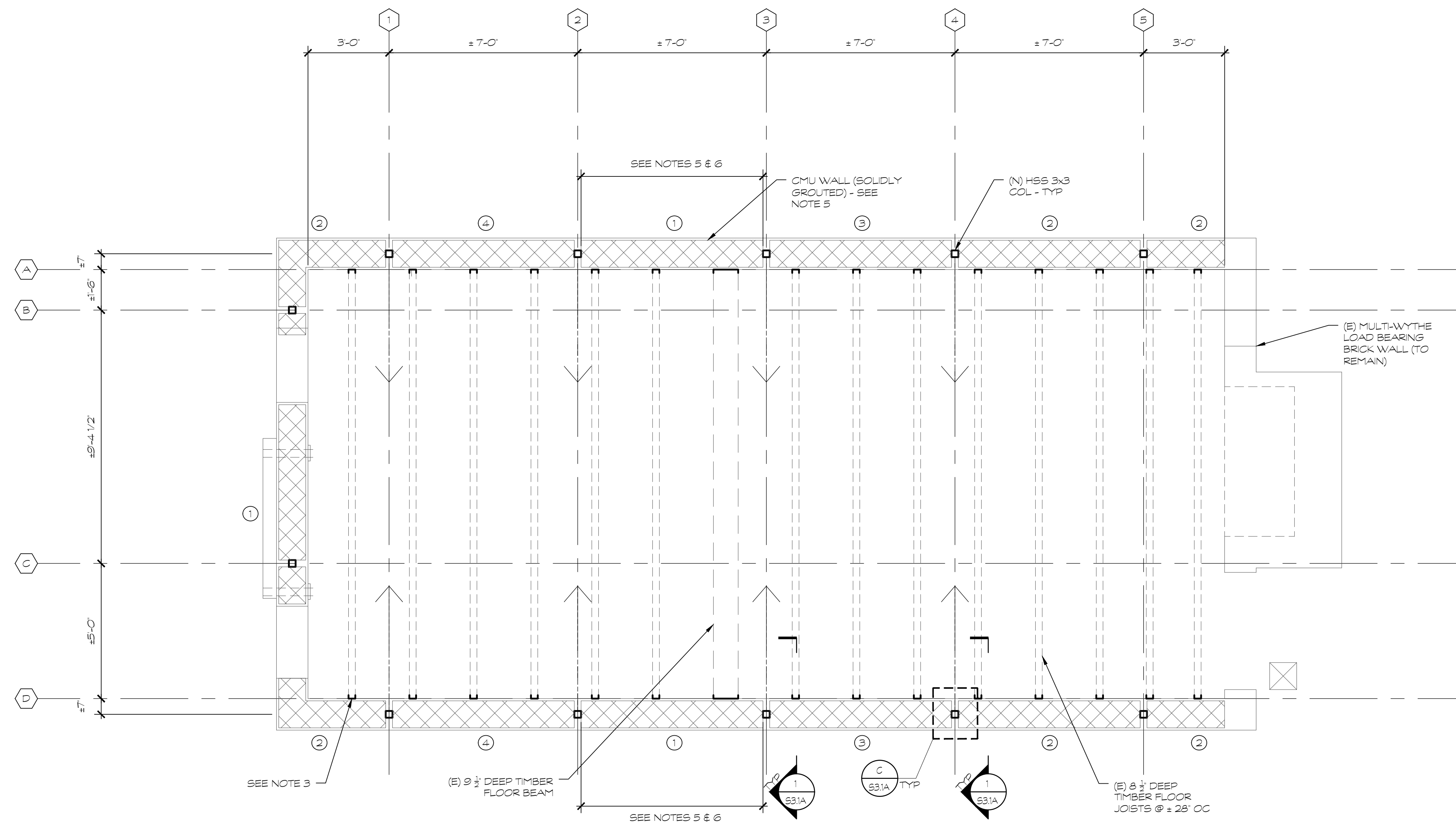
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SHEET TITLE PROJECT

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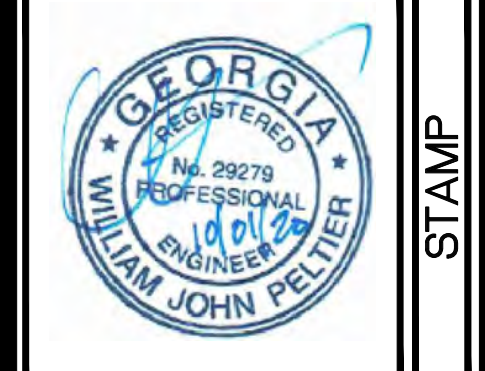
S2.1A



1 EAGLE TAVERN FLOOR FRAMING REINFORCING PLAN
 S2.2A SCALE: 3/8" = 1'-0"

- FRAMING NOTES:**
- (E) INDICATES EXISTING, (N) INDICATES NEW.
 - AVOID WELDING OR CUTTING (N) STL IN FIELD. SHOULD WELDING BE REQD, GC SHALL GET APPROVAL FROM OWNER PRIOR TO ANY AND ALL WELDING. OWNER TO PROVIDE GC AN APPROVED LOCATION FOR ANY WELDING. GC TO COMPLY WITH ALL HOT WELDING REQUIREMENTS.
 - PROVIDE (N) JOIST HANGER @ EA (E) JOIST / BEAM - SEE B/S31A FOR ADDL INFORMATION.
 - ↑ INDICATES 3/8" Ø CABLE BRACING (DOWN)
 - AFTER INSTALLATION OF (N) STEEL COLUMNS ARE COMPLETE, REMOVE (E) BRICK WALL IN SEGMENTED FASHION AND INSTALL (N) STRIP FOOTING AND (N) CMU WALLS BETWEEN COLUMNS.
 - ⊗ INDICATES PROPOSED SEQUENCING OF (E) BRICK WALL DEMOLITION. REMOVAL OF BACKFILL AND (E) BRICK SHALL BE PERFORMED IN STAGES AND NOT THE ENTIRE BUILDING AT ONCE. WHEN REMOVING BACKFILL AND (E) BRICK, WORK ONE BAY (BOTH WALLS) SIMULTANEOUSLY.
 - ± INDICATES FIELD DIMENSION TO BE VERIFIED BY GC.

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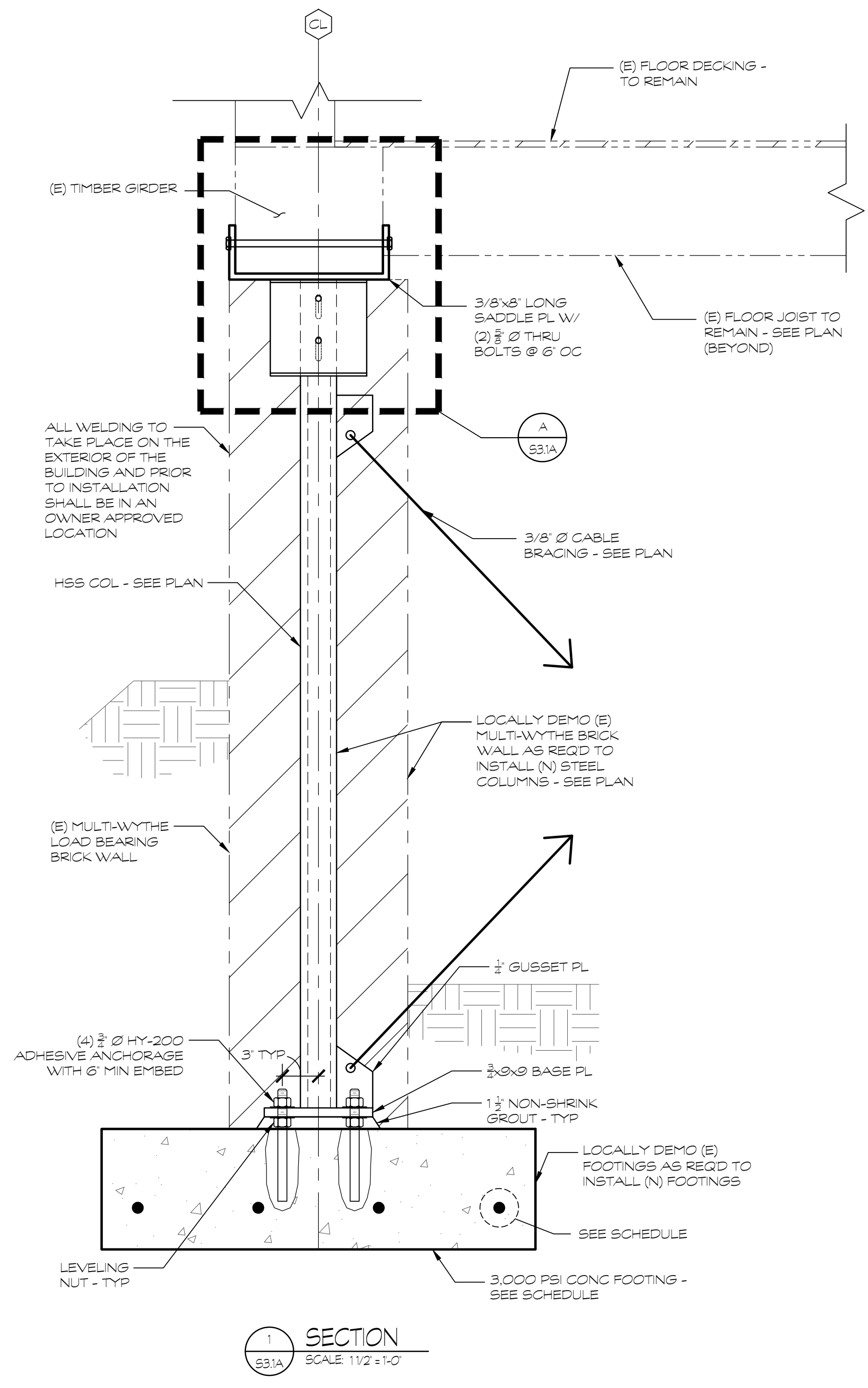
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 EAGLE TAVERN &
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EAGLE TAVERN FLOOR FRAMING REINF PLAN		SHEET TITLE	
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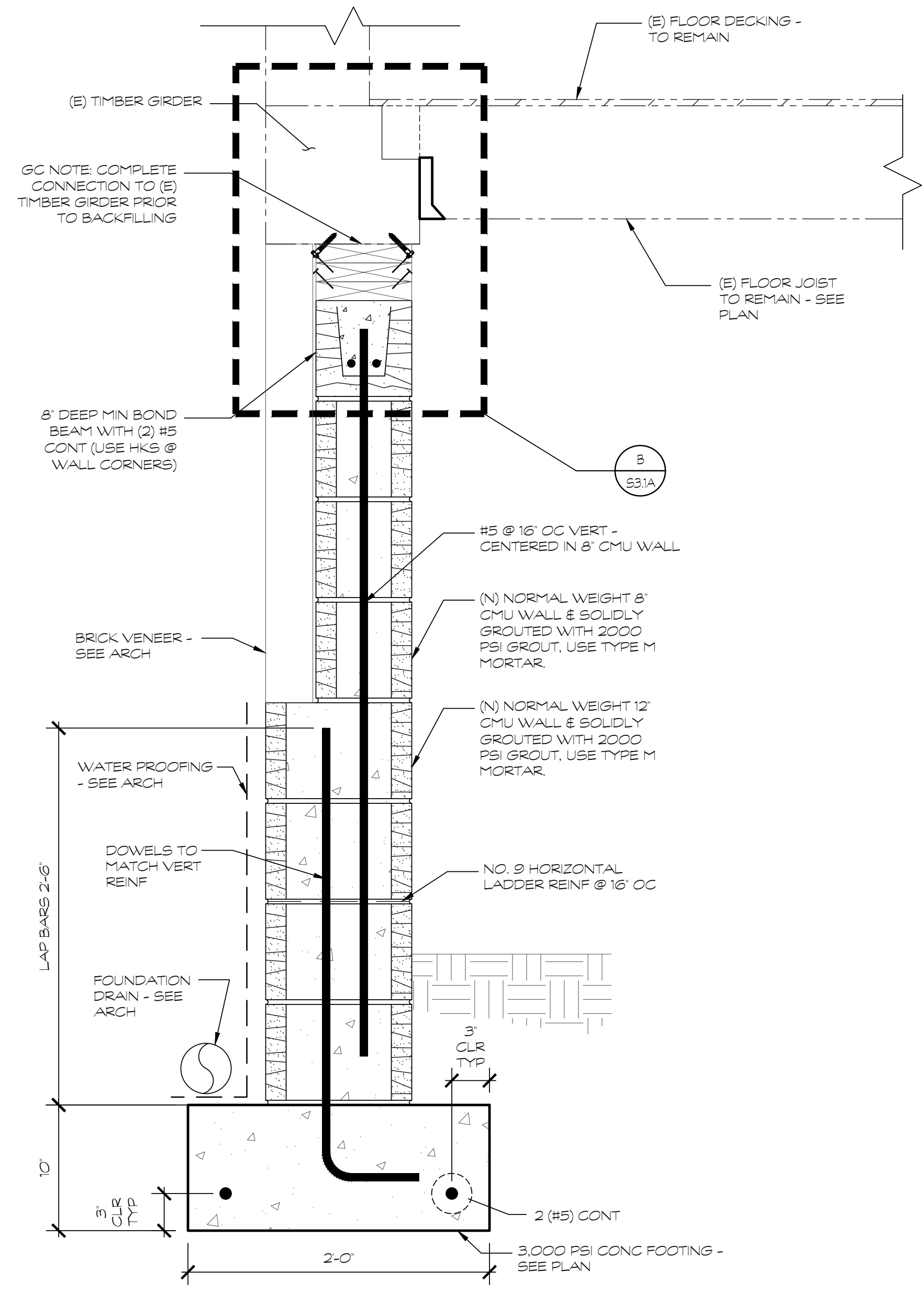
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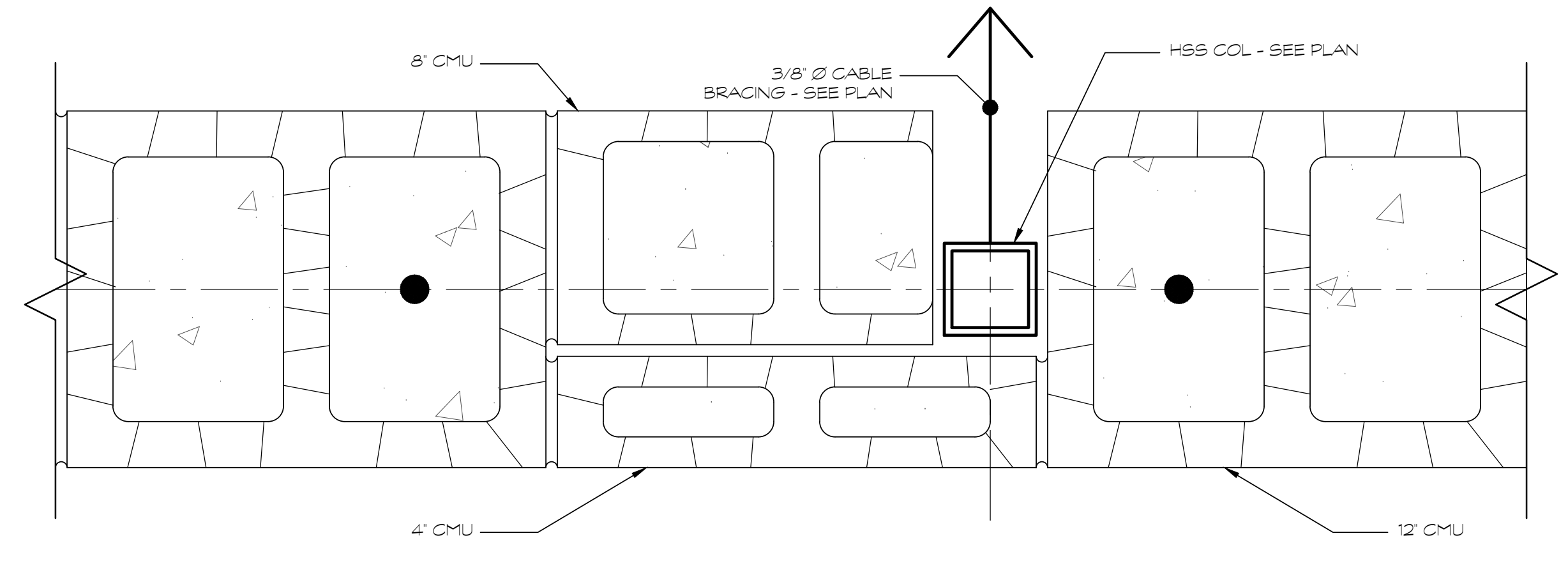
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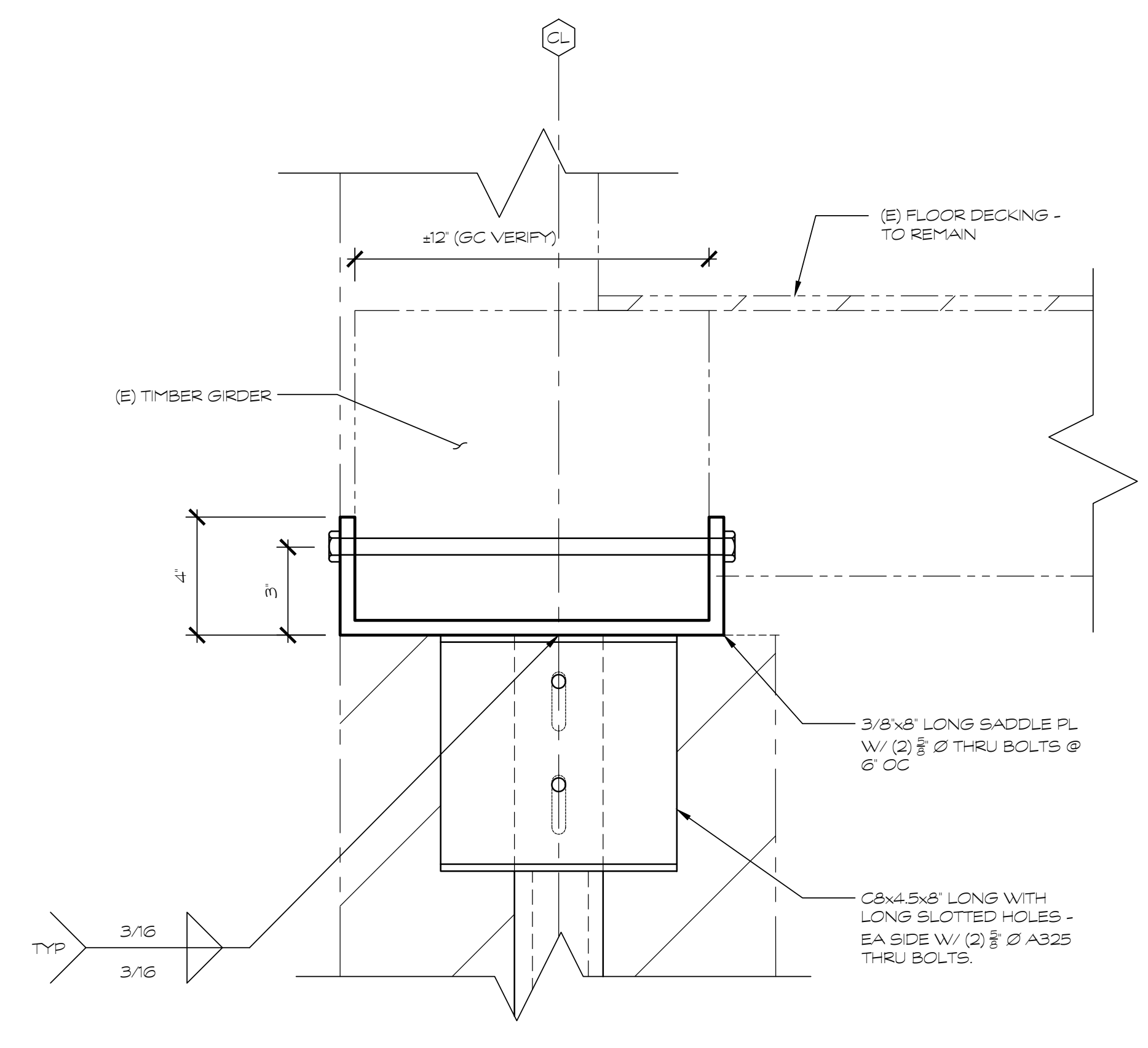
SECTION 1
SCALE 1/2 = 1'-0"



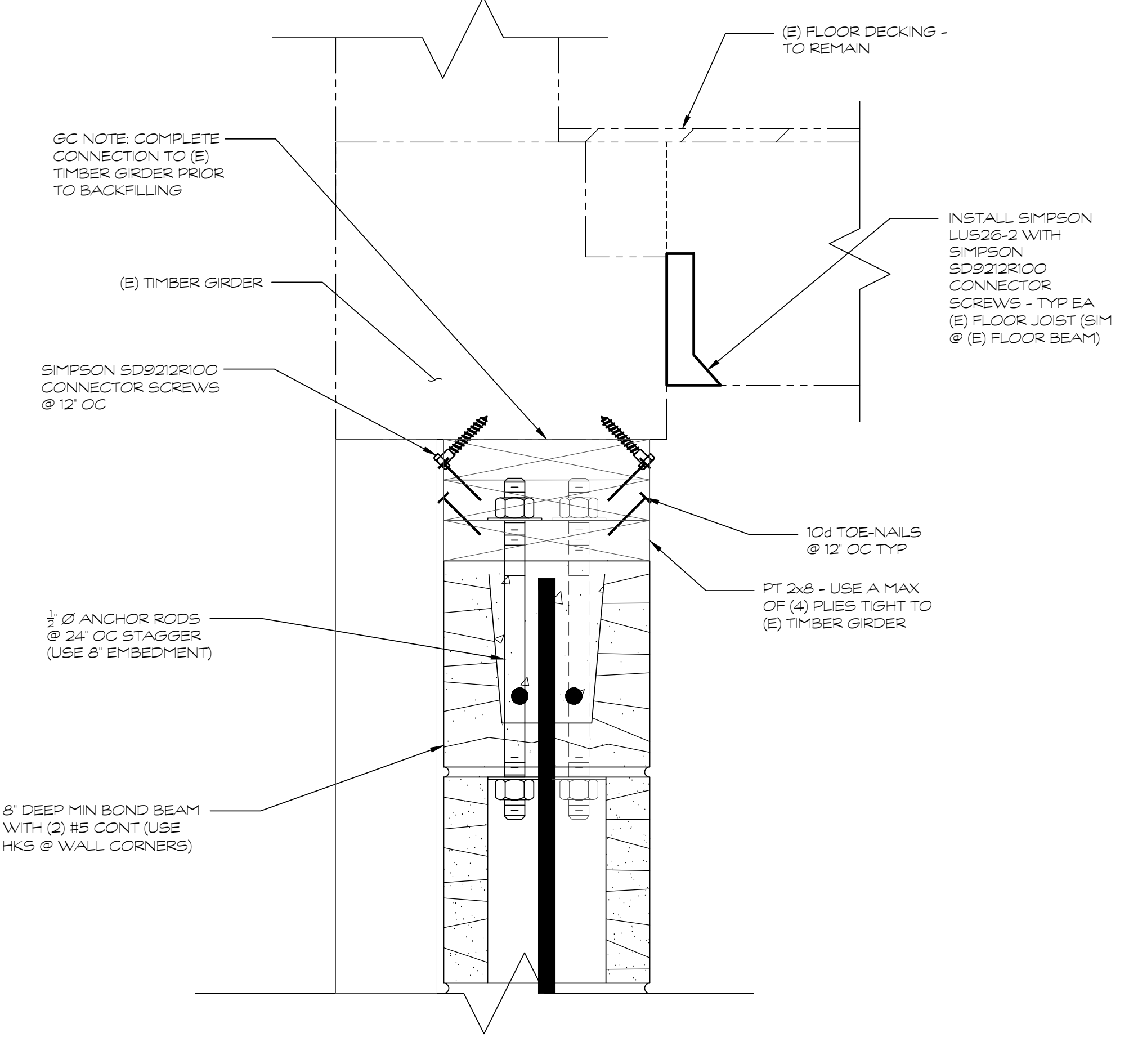
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SCALE 1/2 = 1'-0"



DETAIL C
SCALE 3 = 1'-0"

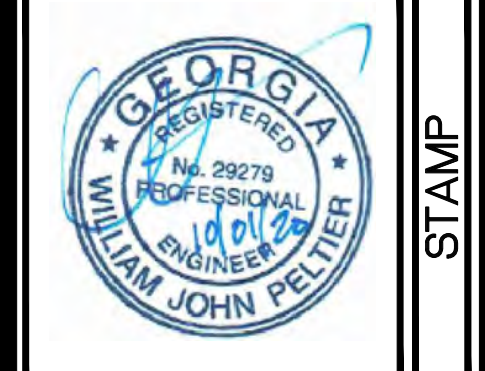


SECTION A
SCALE 3 = 1'-0"



SECTION B
SCALE 3 = 1'-0"

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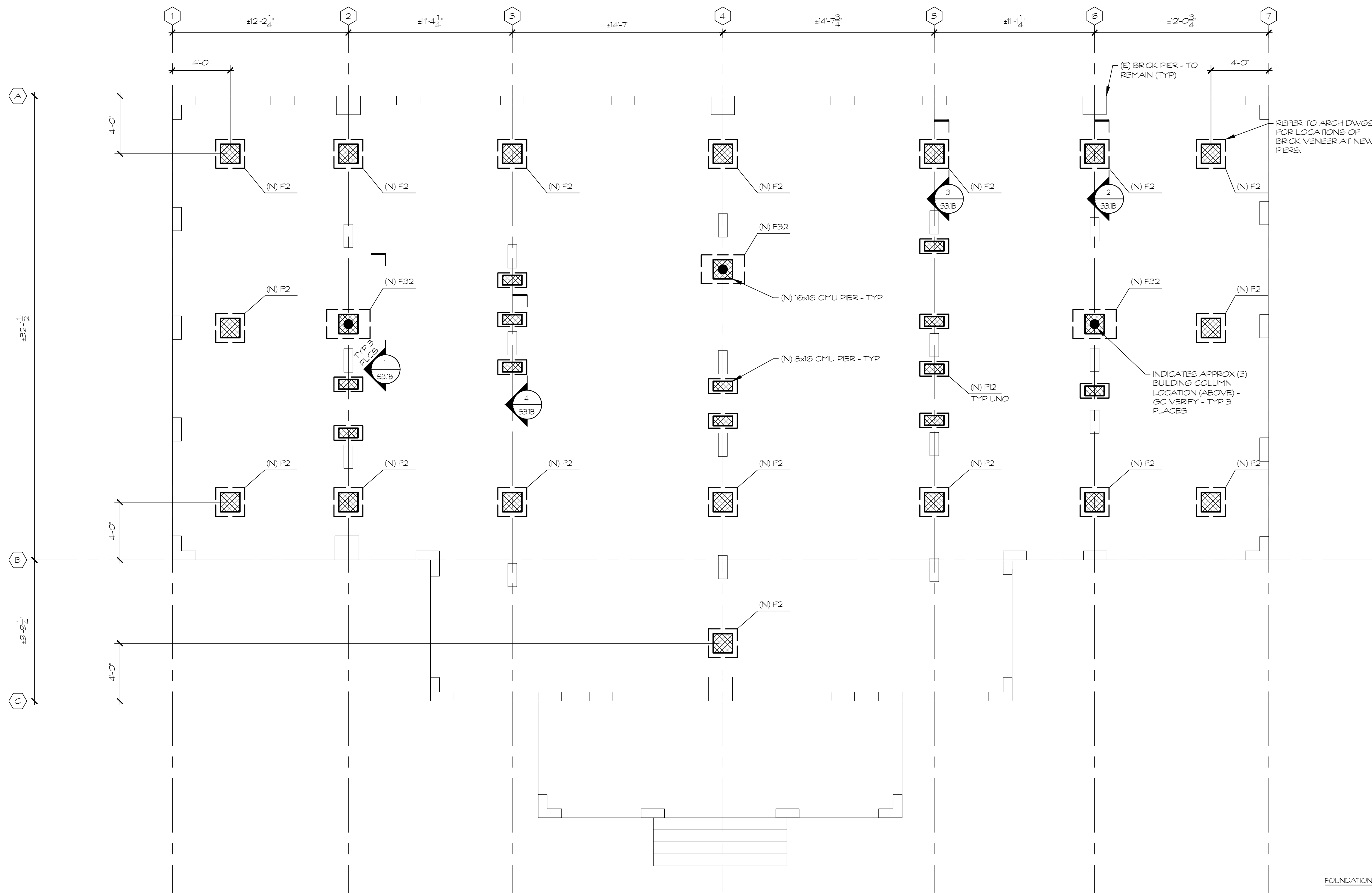
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EAGLE TAVERN SECTIONS & DETAILS		DESIGN	WJP	CHECKED	WJP
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	FILE NAME
	FILE NUMBER

S3.1A



1 CENTRAL SCHOOL HOUSE FOUNDATION REPAIR PLAN
 SCALE: 1/4" = 1'-0"

- FOUNDATION NOTES:**
- (E) INDICATES EXISTING, (N) INDICATES NEW.
 - (N) CONC FOOTINGS SHALL BEAR ON COMPETENT SUBGRADE MATERIAL WITH A MINIMUM NET ALLOWABLE SOIL BEARING PRESSURE OF 1500 PSI. A QUALIFIED GEOTECHNICAL ENGINEER SHALL VERIFY BEARING BEFORE FOOTING PLACEMENT.
 - ± INDICATES DIMENSION TO BE VERIFIED BY GC.

FOOTING SCHEDULE			
MARK	SIZE	REINFORCING	REMARKS
F2	2'-0" x 2'-0" x 10'	(3) #4 LW BOT (4) #4 SW BOT	
F12	2'-0" x 1'-0" x 10'	(3) #4 LW BOT (4) #4 SW BOT	
F32	3'-0" x 2'-0" x 10'	(3) #4 LW BOT (4) #4 SW BOT	

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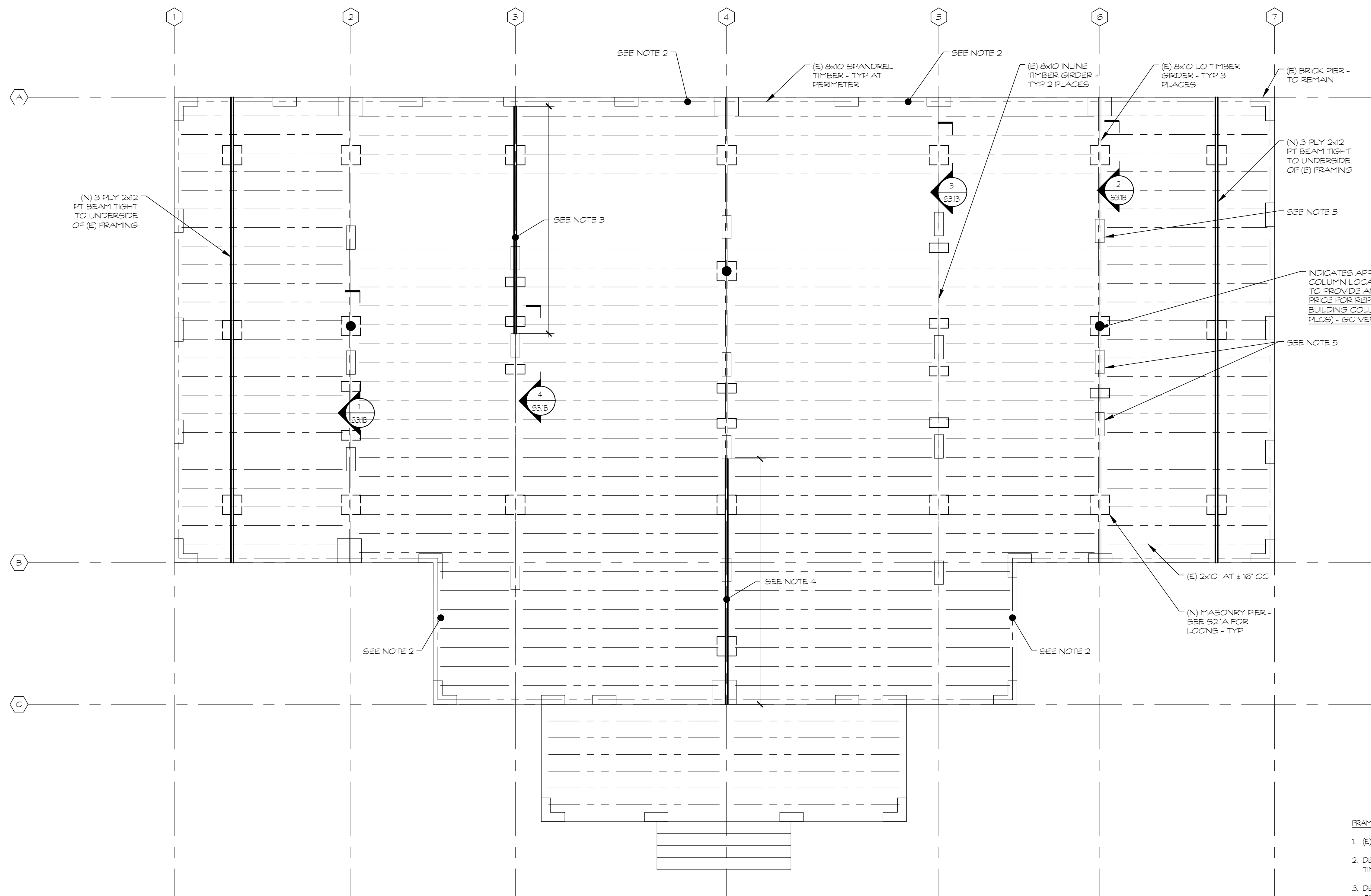
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CENTRAL SCHOOL HOUSE FOUNDATION REPAIR PLAN					
SHEET TITLE					

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10/02/20	RELEASE FOR BID

DATE	PROJ. NUMBER	FILE NAME	FILE NUMBER
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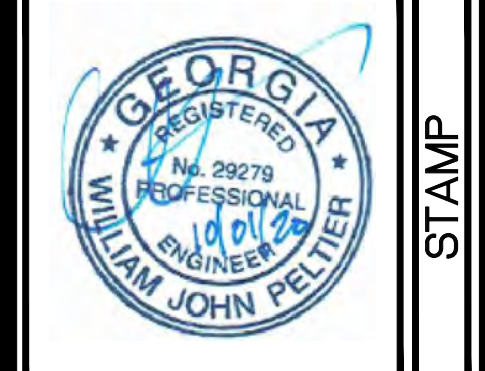
S2.1B



1 CENTRAL SCHOOL HOUSE FLOOR FRAMING REPAIR PLAN
 S22A SCALE: 1/4" = 1'-0"

- FRAMING NOTES:**
- (E) INDICATES EXISTING, (N) INDICATES NEW.
 - DETERIORATED (E) SPANDREL OBSERVED IN FIELD. REPLACE ALL DETERIORATED TIMBERS WITH (N) EQUIVALENT FRAMING.
 - DETERIORATED (E) GIRDER OBSERVED @ PIER BEARING CONDITION. REPLACE (E) GIRDER WITH EQUIVALENT (N) TIMBER.
 - (E) TIMBER GIRDER OBSERVED TO HAVE EXCESSIVE ROTATION AND CHECKING. REPLACE (E) GIRDER WITH EQUIVALENT (N) FRAMING.
 - LOOSE TIMBER BLOCKING AND LOOSE (E) BRICK OBSERVED AT TOPS OF (E) PIER. GC TO INSTALL (E) MORTARED BRICK TIGHT TO UNDERSIDE OF (E) GIRDER @ 6-LINE.

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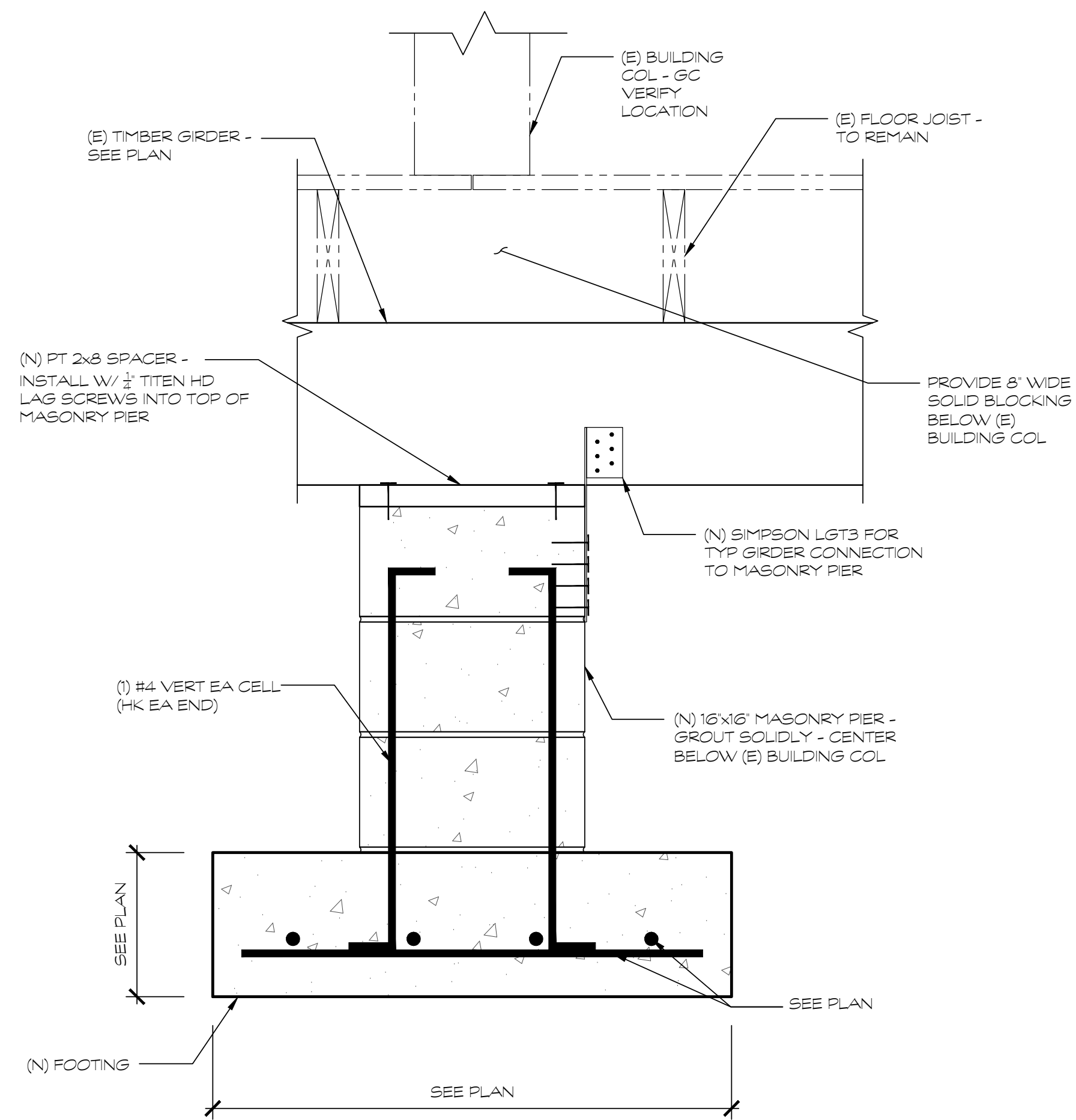
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CENTRAL SCHOOL HOUSE FLOOR FRAMING REPAIR PLAN					
PROJECT					

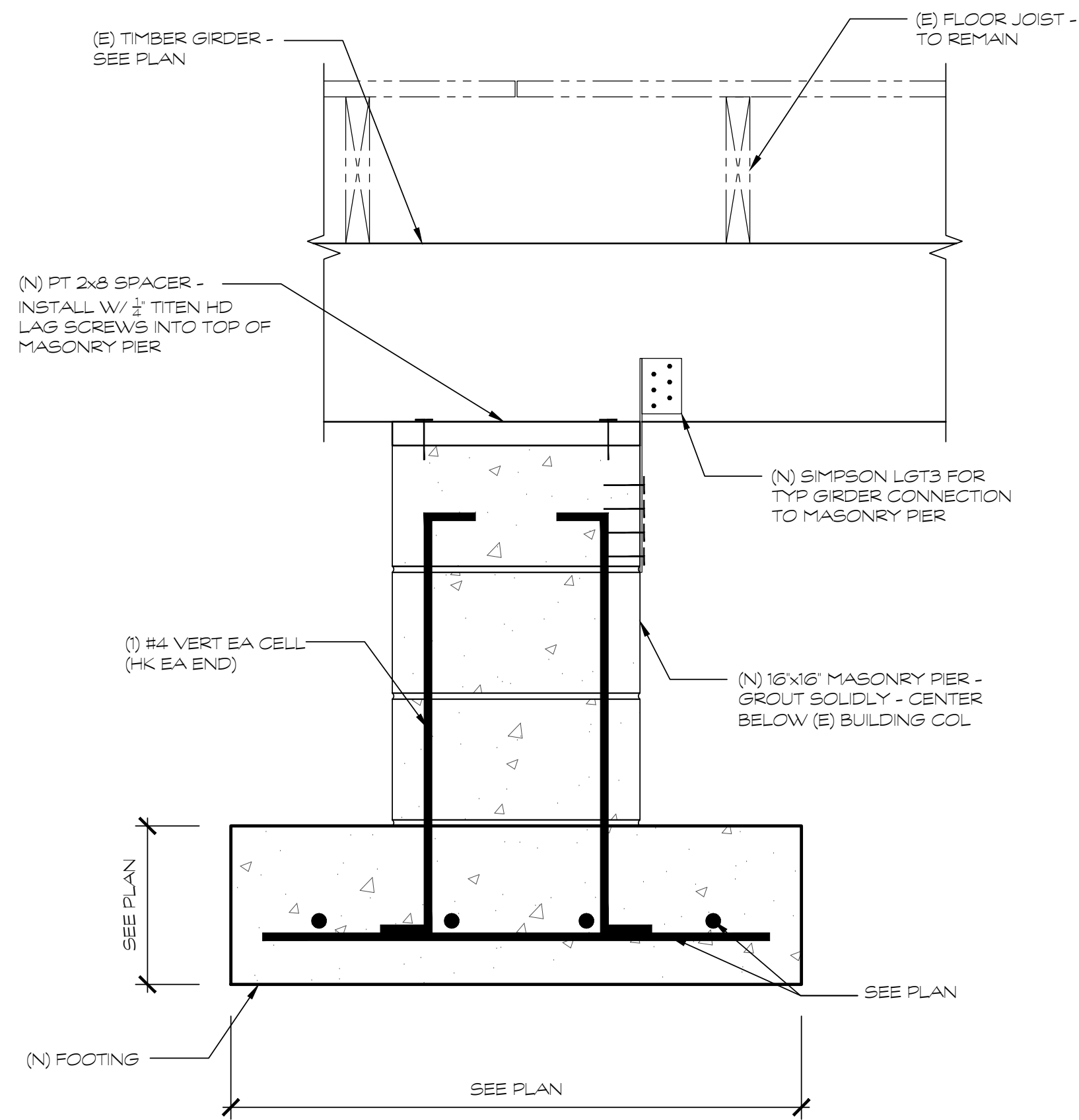
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RELEASE	

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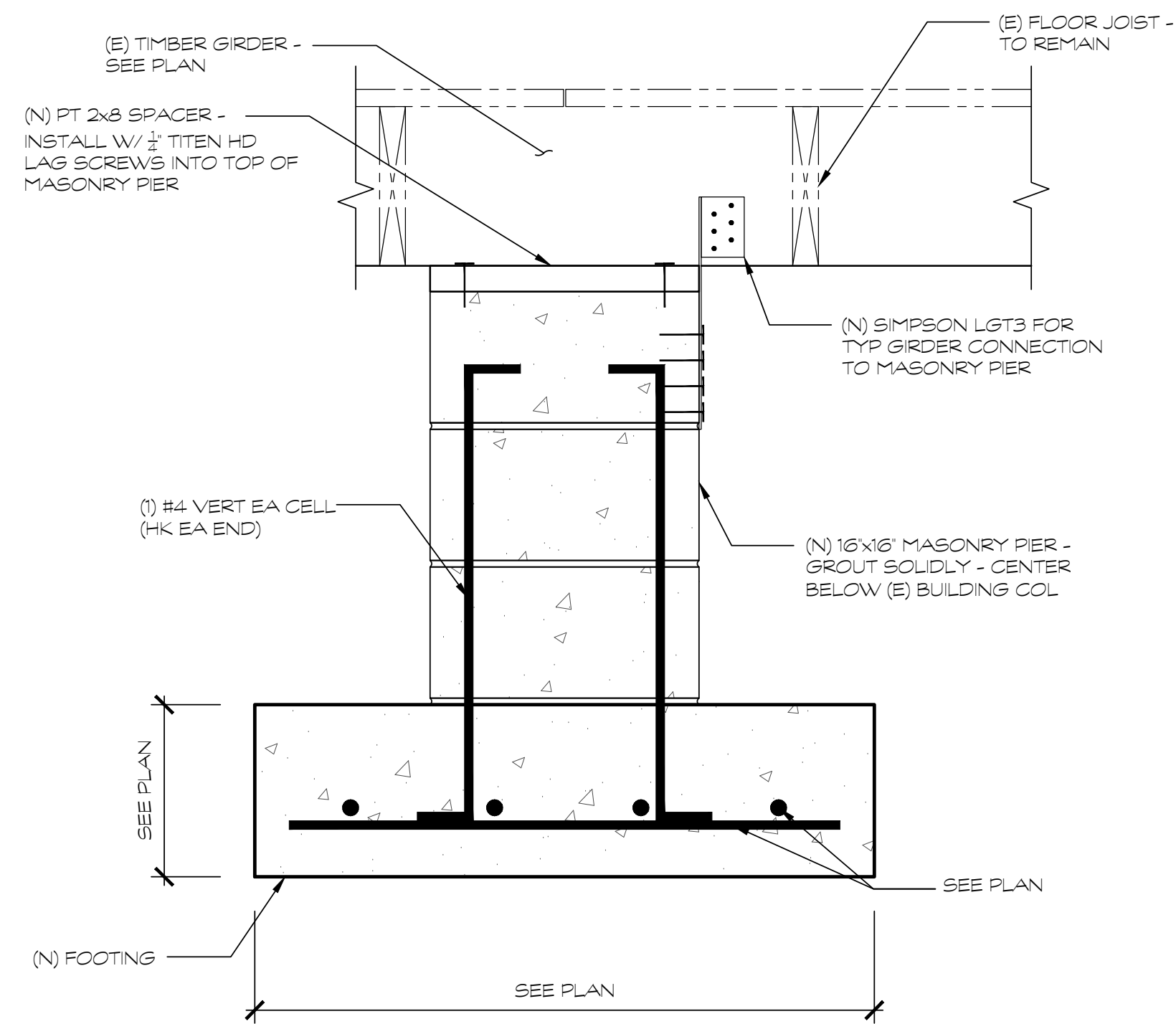
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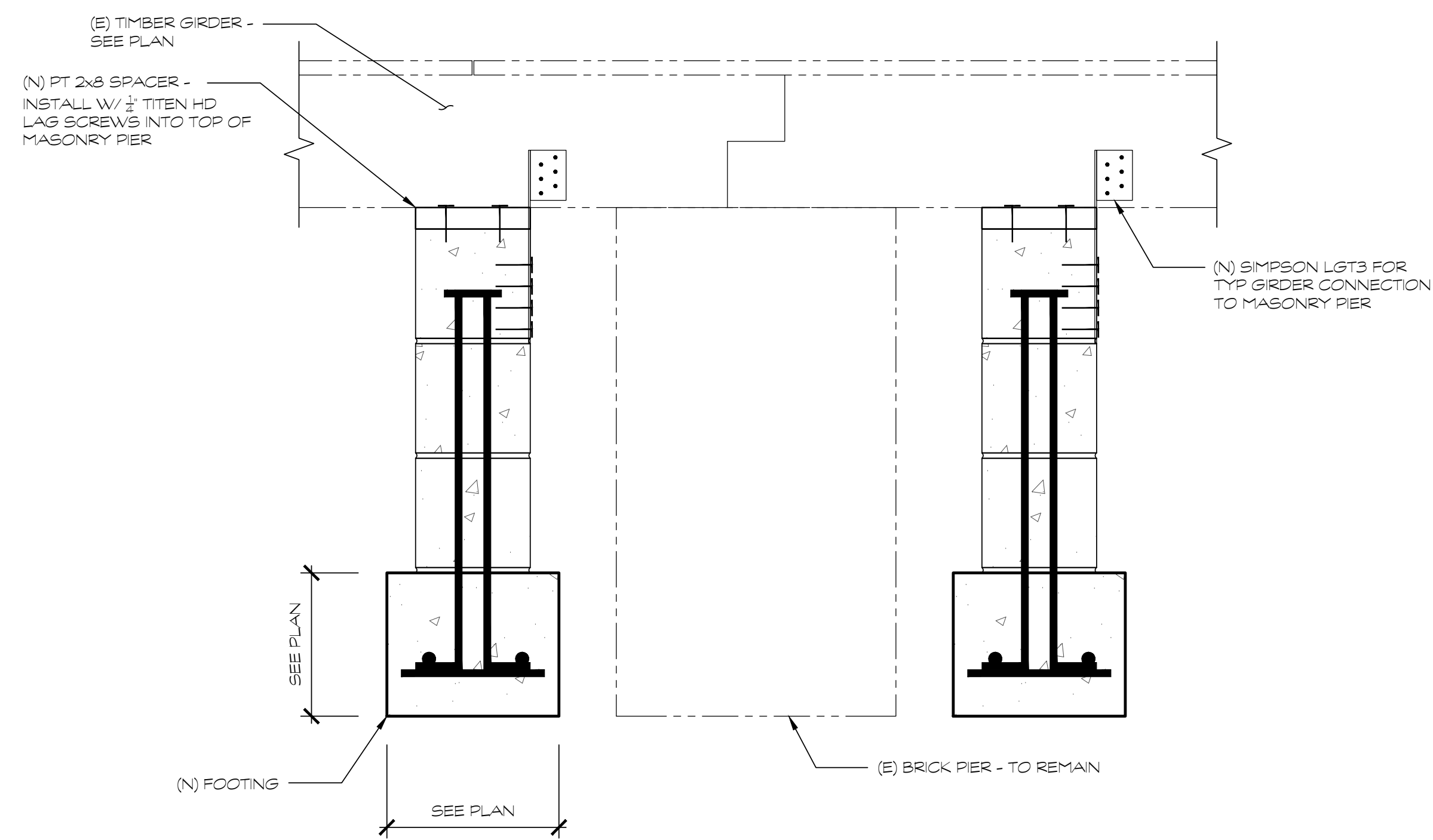
1 SECTION @ PIER @ (E) COL
SCALE: 1 1/2" = 1'-0"
NOTE: REFER TO ARCH DWGS FOR LOCATIONS OF BRICK VENEER AT NEW PIERS



2 SECTION @ PIER @ (E) LO GIRDER
SCALE: 1 1/2" = 1'-0"
NOTE: REFER TO ARCH DWGS FOR LOCATIONS OF BRICK VENEER AT NEW PIERS

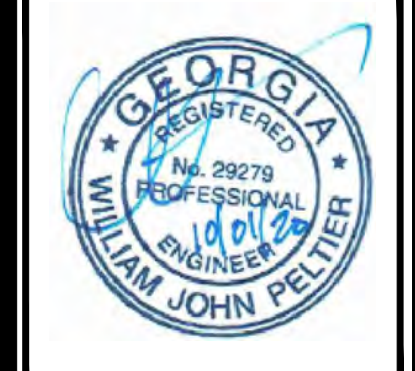


3 SECTION @ PIER @ (E) INLINE GIRDER
SCALE: 1 1/2" = 1'-0"
NOTE: REFER TO ARCH DWGS FOR LOCATIONS OF BRICK VENEER AT NEW PIERS



4 SECTION @ PIER @ (E) INLINE GIRDER
SCALE: 1 1/2" = 1'-0"
NOTE: REFER TO ARCH DWGS FOR LOCATIONS OF BRICK VENEER AT NEW PIERS

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STAMP

PRECISION
Planning Inc.
planners • engineers • architects • surveyors
400 Pike Boulevard, Lawrenceville, Ga 30046
770.338.8000 • www.ppi.us

OCONEE COUNTY
EAGLE TAVERN &
CENTRAL SCHOOL HOUSE
FOUNDATION REPAIRS
WATKINSVILLE, GA.

CENTRAL SCHOOLS & HOUSE SECTIONS & DETAILS		CHECKED	WJP
DESIGN	WJP	DRAWN	WJP
SHEET TITLE		RELEASE	

DATE	NO	DESCRIPTION
10/02/20		RELEASE FOR BID

10-02-20	DATE
A20-081	PROJ. NUMBER
	FILE NAME
	FILE NUMBER

S3.1B



RFP# 21-10-008

Eagle Tavern & Central School House Foundation Restoration

BIDDER'S CHECKLIST

Company Name _____

Please indicate you have completed the following documentation and submit them in the following order.

ITEM DESCRIPTION

Check

- Bidder's Checklist
- Bidder's Information Form
- Bidder's Experience Statement
- Cost Proposal
- Addenda Acknowledgement Form
- Partnership Certificate (If Applicable)
- Corporate Certificate (If Applicable)
- Individual Certificate (If Applicable)
- Sub-Contractor List
- Certificate of Non-Collusion
- Georgia's Security & Immigration Compliance Act Affidavit (E-Verify)
- S.A.V.E. Affidavit
- Oath of Bidder
- Drug-Free Workplace Certificate
- W-9

Authorized Signature

Date

Printed Name

Title

Email

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS PART OF YOUR BID



RFP# 21-10-008

Eagle Tavern & Central School House Foundation Restoration

BIDDER'S INFORMATION FORM

LEGAL BUSINESS NAME _____ TIN # _____

INDICATE LEGAL FORM OF BUSINESS:

Corporation _____ Partnership _____ Individual _____ Other (specify) _____

ADDRESS _____

Street

City

State

Zip Code

AUTHORIZED SIGNER _____

Name

Title

PRIMARY CONTACT _____

Name

Phone

Email

COMPANY WEBSITE _____

BILLING ADDRESS (IF DIFFERENT THAN ABOVE)

Street

City

State

Zip Code

DO YOU HAVE AN OCCUPATIONAL TAX LICENSE IN THE STATE OF GEORGIA? Yes _____ No _____

LICENSED BY CITY/STATE? _____ OCCUPATIONAL TAX LICENSE # _____

HAS YOUR COMPANY EVER BEEN DISBARRED FROM DOING BUSINESS WITH ANY FEDERAL, STATE, OR LOCAL ENTITY?

YES _____ NO _____ IF YES, PLEASE STATE THE AGENCY NAME, DATES, AND REASON FOR DEBARMENT.

THIS PAGE MUST BE COMPLETED AND SUBMITTED WITH BID



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration
Bidder Experience Statement

All questions must be answered and the date given must be clear and comprehensive. This instrument must be notarized. If necessary, questions may be answered on separate attached sheets. The Bidder may submit any additional information he desires. Attach all additional sheets to these Contract Documents.

1. Name of Bidder: _____

2. Permanent main office address: _____

3. When organized: _____

4. If a corporation, where incorporated: _____

Federal I.D. Number: _____

5. How many years have you been engaged in the contracting business under your present firm or trade name? _____

6. General character of work performed by your company: _____

7. Have you ever failed to complete any work awarded to you? _____
If so, where and why? _____

8. List any project of similar scope and complexity that your organization has completed or has in progress as of the date of receiving Bids: (Please include additional pages, as needed, and attach hereto).

1	Project Name: _____ Owner: _____ Contract Amount: \$ _____ Date Completed: _____ % Complete: _____ Project Engineer Firm, Contact Name and Email: _____ _____ Owner Contact Name and Email: _____
2	Project Name: _____ Owner: _____ Contract Amount: \$ _____ Date Completed: _____ % Complete: _____ Project Engineer Firm, Contact Name and Email: _____ _____ Owner Contact Name and Email: _____
3	Project Name: _____ Owner: _____ Contract Amount: \$ _____ Date Completed: _____ % Complete: _____ Project Engineer Firm, Contact Name and Email: _____ _____ Owner Contact Name and Email: _____
4	Project Name: _____ Owner: _____ Contract Amount: \$ _____ Date Completed: _____ % Complete: _____ Project Engineer Firm, Contact Name and Email: _____ _____ Owner Contact Name and Email: _____

Dated this ____ day of _____, 20 ____.

Name of Bidder

By _____

Title _____

State of _____

County of _____

_____ being duly sworn deposes and says that he is
_____ of _____
and that the answers to the foregoing questions and all statements therein contained are true and correct.

Subscribed and sworn to before me this _____ day of _____, 20 ____.

Notary Public

(SEAL)

My Commission Expires: _____



RFP# 21-10-008
Eagle Tavern & Central School House Foundation Restoration
Cost Proposal

Please use this COST PROPOSAL Form to indicate the cost for this project. Your total cost must include **ALL** fees, travel, and any other costs needed to complete the project.

I certify that the proposed costs(s) are accurate and reflect any applicable discounts, and that the company, which I represent, will deliver the services and related items for this proposed amount.

By submission of this response, I also certify that the RESPONDENT has read and understands all of the requirements contained in this solicitation, and agrees to be bound by all the terms and conditions contained in this solicitation without exception.

We have included all required documents required per the OWNER Instructions and Specifications. The RESPONDENT has availed itself of every opportunity to understand the requirements of this solicitation.

Therefore, the undersigned respectfully submits this response and any attachments, if required.

THE UNDERSIGNED HEREBY PROPOSES THE ATTACHED TECHNICAL AND COSTPROPOSAL TO RFP#FY15-201501-01, ISSUED BY OCONEE COUNTY ON OCTOBER 29, 2020. ANY EXCEPTIONS SHALL BE CLEARLY MARKED IN THE ATTACHED COPY OF THE RFP:

Eagle Tavern \$ _____

Central School House \$ _____

Total Price* \$ _____

Written Price _____

***A separate sheet may be attached if the Respondent wishes to add more detailed cost information.**

Firm/Company - Printed

Address

Contractor/Respondent, Title – Printed

City/State/Zip Code

Signature

Phone

Date

Email



RFP# 21-10-008
Eagle Tavern & Central School House Foundation Restoration

ADDENDA ACKNOWLEDGEMENT

The Respondent has examined and carefully studied the Invitation to Bid and the following Addenda, receipt of all of which is hereby acknowledged:

Addendum Number _____ Date _____

Addendum Number _____ Date _____

Addendum Number _____ Date _____

Addendum Number _____ Date _____

Authorized Signature

Date

Printed Name

Respondent must acknowledge any issued addenda. Bids which fail to acknowledge the Respondent's receipt of any addenda may result in the rejection of the bid if the addendum contains information that substantively changes the Owner's requirements.

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS PART OF YOUR BID



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration
Corporate Certificate

I, _____, certify that I am the Secretary of the Corporation named as CONTRACTOR in the foregoing bid; that _____, who signed said bid in behalf of the CONTRACTOR was then _____ of said Corporation; that said authority was duly signed for and in behalf of said corporation by authority of its Board of Directors, and is within the scope of its corporate powers; that said Corporation is organized under the laws of the State of _____.

This _____ day of _____, 20____.

CORPORATE SECRETARY

(SEAL)



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration
Individual Certificate

STATE OF }
 }SS
COUNTY OF }

On this _____ day of _____, 20____, before me personally came and appeared _____
to me known, and known to me to the person described in and who executed the foregoing instrument and acknowledged that he executed the same.

NOTARY PUBLIC

(SEAL)

My Commission Expires

(Date)

(SEAL)



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration
Subcontractor List

Names of all subcontractors proposed by the bidder at the time of bid submittal are listed below:

(Bidder shall include Name & Address of Subcontractor, Type of WORK, Approximate % of Work and the Approximate Dollar Amount - Please Type)

NAME/ADDRESS/PHONE NUMBER	TYPE OF WORK	%	\$ AMOUNT	FEDERAL ID or SOCIAL SECURITY NUMBER

(USE ADDITIONAL PAGES IF NEEDED. PLEASE ATTACH HERETO)



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration

NON-COLLUSION AFFIDAVIT

Eagle Tavern & Central School House Foundation Restoration

RFP# 21-10-008

STATE OF GEORGIA

OCONEE COUNTY BOARD OF COMMISSIONERS

being first duly sworn, deposes and says that he is

(sole owner, partner, president, secretary, etc.)

the party making the forgoing Proposal or Bid; that such ITB is genuine and not collusive or sham; that said Respondent has not colluded, conspired, connived, or agreed, directly or indirectly, with any Respondent or person, to put in a sham Response, or that such other person shall refrain from Responding, and has not in any manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the Response Price of affiant or any other Respondent, or to fix any overhead, profit or cost element of said Response Price, or of that of any other Respondent, or to secure any advantage against Oconee County, or any other person interested in the proposed Agreement; and all statements in said Proposal or Bid are true; and further, that such Respondent has not, directly or indirectly submitted this Response, or the contents thereof, or divulged information or data relative thereto to any association or to any member or agent thereof.

(Affiant)

Subscribed and Sworn to before me this _____ Day of _____ 20__

(Notary Public in and for)

(County)

My Commission expires _____, 20__

(SEAL)

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration

Georgia Security & Immigration Compliance (GSIC) Act Affidavit

As per the Georgia Senate Bill 529 and Senate Bill 447, the Georgia Department of Labor has promulgated new rules for the implementation of Section 2. O.C.G.A. §13-10-91 and Chapter 300-10-01-.02 state that no Georgia Public Employer shall enter into a contract for *the physical performance of services within the State of Georgia* unless the Contractor registers and participates in a federal work authorization program to verify the work eligibility information of all of its new employees.

The Employment Eligibility Verification “E-Verify” site operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security is the electronic federal work authorization program to be utilized for these purposes.

The website is <https://e-verify.uscis.gov/enroll/>

By executing the attached Contractor Affidavit, Contractor verifies its compliance with O.C.G.A. §13-10-91 stating affirmatively that the individual, firm or corporation which is contracting with the Oconee County Board of Commissioners has registered and is participating in this federal work authorization program in accordance with the applicability provisions and deadlines established in this Statute.

Contractor further agrees that should it employ or contract with any Sub-Contractor(s) for the physical performance of services pursuant to the contract with the Oconee County Board of Commissioners, Contractor will secure from the Sub-Contractor(s) verification of compliance with O.C.G.A. §13-10-91 on a Sub-Contractor Affidavit and shall provide a copy of each such verification to the Oconee County Board of Commissioners at the time the Sub-Contractor(s) is retained to perform such services.

PLEASE COMPLETE THE ATTACHED AFFIDAVIT AND RETURN IT TO:

Wes Geddings
Oconee County Finance Director
23 N. Main Street, Suite 206
Watkinsville, GA 30677
Fax: (706) 310-3574
Email: ocbids@oconee.ga.us



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration

Immigration and Security Form
Georgia Security & Immigration Compliance (GSIC) Act Affidavit

Contractor's Name:	
County Solicitation Number	RFP# 21-10-008

CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Contractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the Contractor identified above has registered with and is participating in a federal work authorization program*, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

The undersigned further agrees that, should it employ or contract with any subcontractor(s) in connection with the physical performance of services pursuant to this contract with the County, Contractor will secure from such subcontractor(s) similar verification of compliance with O.C.G.A. § 13-10-91 on the attached Subcontractor Affidavit. Contractor further agrees to maintain records of such compliance and provide a copy of each such verification to the County at the time the subcontractor(s) is retained to perform such service.

EEV / E-Verify™ Company Identification Number

BY: Authorized Officer or Agent
(Contractor Name)

Date

Title of Authorized Officer or Agent of Contractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE ____ DAY OF _____ 20__

[NOTARY SEAL]

Notary Public

My Commission Expires:

*any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID



**RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration**

**Immigration and Security Form
Georgia Security & Immigration Compliance (GSIC) Act Affidavit**

Contractor's Name:	
County's Solicitation Number:	RFP# 21-10-008

ADDITIONAL INSTRUCTIONS TO CONTRACTOR: Identify all subcontractors used to perform under the county contract. In addition, you must attach a signed and notarized affidavit (third page of this form) from each of the subcontractors listed below. The contractor is responsible for providing a signed and notarized affidavit to the County within five (5) days of the addition of any new subcontractor used to perform under the identified County contract.

Contractor's Name:	
Subcontractors:	

THIS PAGE MUST BE COMPLETED AND SUBMITTED AS A PART OF YOUR BID



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration

Immigration and Security Form
Georgia Security & Immigration Compliance (GSIC) Act Affidavit

Contractor's Name:	
Subcontractor's (Your) Name:	
County Solicitation Number:	RFP# 21-10-008

SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned Subcontractor verifies its compliance with O.C.G.A. §13-10-91, stating affirmatively that the which is engaged in the physical performance of services under a contract with the Contractor identified above on behalf of the County identified above has registered with and is participating in a federal work authorization program*, in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

EEV / E-Verify TM Company Identification Number

BY: Authorized Officer or Agent
(Subcontractor Name)

Date

Title of Authorized Officer or Agent of Subcontractor

Printed Name of Authorized Officer or Agent

SUBSCRIBED AND SWORN BEFORE ME ON THIS
THE _____ DAY OF _____ 20__

[NOTARY SEAL]

Notary Public

My Commission Expires:

*any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603



**Affidavit Verifying Status for County Public Benefit Application
(SAVE AFFIDAVIT)
O.C.G.A. § 50-36-1(e)(2)**

By executing this affidavit under oath, as an applicant for a Business Occupation Tax Certificate, Alcohol License or other public benefit as referenced in O.C.G.A. § 50-36-1, from Oconee County, Georgia, the undersigned applicant verifies one of the following with respect to my application for a public benefit:

- 1) ____ I am a United States citizen.
- 2) ____ I am a legal permanent resident of the United States.
- 3) ____ I am a qualified alien or non-immigrant under the Federal Immigration and Nationality Act with an alien number issued by the Department of Homeland Security or other federal immigration agency.

My alien number issued by the Department of Homeland Security or other federal immigration agency is: _____
My card number is: _____

The undersigned applicant also hereby verifies that he or she is 18 years of age or older and has provided at least one secure and verifiable document, as required by O.C.G.A. § 50-36-1(e)(1), with this affidavit.

The secure and verifiable document provided with this affidavit can best be classified as:

In making the above representation under oath, I understand that any person who knowingly and willfully makes a false, fictitious, or fraudulent statement or representation in an affidavit shall be guilty of a violation of O.C.G.A. § 16-10-2, and face criminal penalties as allowed by such criminal statute.

Executed in _____ (city), _____ (state).

Signature of Applicant: _____

Date: _____

Printed Name: _____

Date of Birth: _____

Subscribed and Sworn to before me, this

____ day of _____, 20____

Notary Public

My Commission Expires: _____



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration
Oath of Bidder

STATE OF GEORGIA COUNTY OF
OCONEE

OATH OF BIDDER

Personally appeared before me, the undersigned officer, duly authorized to administer oaths, _____, (*insert name*), who, after being duly sworn, deposes as follows:

I, _____, (*insert name*), am a competent adult, and I have personal knowledge of the facts set forth in this Affidavit and Oath which I make for any lawful use or purpose.

I, _____ (*insert name*) swear or affirm that I have not prevented or attempted to prevent competition in bidding or submitting a proposal for this Project by any means whatsoever. I swear or affirm that I have not prevented or endeavored to prevent anyone from making a Bid for this Project by any means whatsoever, I swear I have not caused or induced any other person to withdraw a Bid for this Project. I swear or affirm that I have not violated O.C.G.A. §36-91-21(d) in any way, directly or indirectly.

I hereby declare under penalty of perjury that the foregoing is true and correct. Executed on _____, 20__ in _____ (*city*), _____ (*state*).

By: _____
Signature

Print Name of Affiant

Print Title of Affiant

Subscribed and Sworn before me on this the _____ day of _____, 20_____.

NOTARY PUBLIC
My Commission Expires:



RFP# 21-10-008
Eagle Tavern & Central School House Foundation
Restoration
Drug Free Workplace Certificate

By signature on this certificate, the contractor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the “Drug-Free Workplace Act” has been complied with in full. The contractor further certifies that:

1. A drug-free workplace will be provided for the contractor’s employees during the performance of the contract; and
2. Each contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification: “As part of the subcontracting agreement with (contractors name), (subcontractor’s name) certifies to the contractor that a drug-free workplace will be provided for the subcontractor’s employees during the performance of this contract pursuant to O.C.G.A. Section 50-24- 3(b) (7).”

By signature on this certificate, the contractor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Contractor: _____

By: _____

Name (Printed): _____

Title: _____

Date: _____

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.</p>	
	<p>2 Business name/disregarded entity name, if different from above</p>	
	<p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input type="checkbox"/> Individual/sole proprietor or single-member LLC</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
	<p>5 Address (number, street, and apt. or suite no.) See instructions.</p>	Requester's name and address (optional)
	<p>6 City, state, and ZIP code</p>	
	<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number										
				-			-			
or										
Employer identification number										
				-						

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶
------------------	----------------------------	--------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting*, later, for further information.

Note: If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien;
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States;
- An estate (other than a foreign estate); or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1446 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1446 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

In the cases below, the following person must give Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States.

- In the case of a disregarded entity with a U.S. owner, the U.S. owner of the disregarded entity and not the entity;
- In the case of a grantor trust with a U.S. grantor or other U.S. owner, generally, the U.S. grantor or other U.S. owner of the grantor trust and not the trust; and
- In the case of a U.S. trust (other than a grantor trust), the U.S. trust (other than a grantor trust) and not the beneficiaries of the trust.

Foreign person. If you are a foreign person or the U.S. branch of a foreign bank that has elected to be treated as a U.S. person, do not use Form W-9. Instead, use the appropriate Form W-8 or Form 8233 (see Pub. 515, *Withholding of Tax on Nonresident Aliens and Foreign Entities*).

Nonresident alien who becomes a resident alien. Generally, only a nonresident alien individual may use the terms of a tax treaty to reduce or eliminate U.S. tax on certain types of income. However, most tax treaties contain a provision known as a "saving clause." Exceptions specified in the saving clause may permit an exemption from tax to continue for certain types of income even after the payee has otherwise become a U.S. resident alien for tax purposes.

If you are a U.S. resident alien who is relying on an exception contained in the saving clause of a tax treaty to claim an exemption from U.S. tax on certain types of income, you must attach a statement to Form W-9 that specifies the following five items.

1. The treaty country. Generally, this must be the same treaty under which you claimed exemption from tax as a nonresident alien.
2. The treaty article addressing the income.
3. The article number (or location) in the tax treaty that contains the saving clause and its exceptions.
4. The type and amount of income that qualifies for the exemption from tax.
5. Sufficient facts to justify the exemption from tax under the terms of the treaty article.

Example. Article 20 of the U.S.-China income tax treaty allows an exemption from tax for scholarship income received by a Chinese student temporarily present in the United States. Under U.S. law, this student will become a resident alien for tax purposes if his or her stay in the United States exceeds 5 calendar years. However, paragraph 2 of the first Protocol to the U.S.-China treaty (dated April 30, 1984) allows the provisions of Article 20 to continue to apply even after the Chinese student becomes a resident alien of the United States. A Chinese student who qualifies for this exception (under paragraph 2 of the first protocol) and is relying on this exception to claim an exemption from tax on his or her scholarship or fellowship income would attach to Form W-9 a statement that includes the information described above to support that exemption.

If you are a nonresident alien or a foreign entity, give the requester the appropriate completed Form W-8 or Form 8233.

Backup Withholding

What is backup withholding? Persons making certain payments to you must under certain conditions withhold and pay to the IRS 24% of such payments. This is called "backup withholding." Payments that may be subject to backup withholding include interest, tax-exempt interest, dividends, broker and barter exchange transactions, rents, royalties, nonemployee pay, payments made in settlement of payment card and third party network transactions, and certain payments from fishing boat operators. Real estate transactions are not subject to backup withholding.

You will not be subject to backup withholding on payments you receive if you give the requester your correct TIN, make the proper certifications, and report all your taxable interest and dividends on your tax return.

Payments you receive will be subject to backup withholding if:

1. You do not furnish your TIN to the requester,
2. You do not certify your TIN when required (see the instructions for Part II for details),
3. The IRS tells the requester that you furnished an incorrect TIN,
4. The IRS tells you that you are subject to backup withholding because you did not report all your interest and dividends on your tax return (for reportable interest and dividends only), or
5. You do not certify to the requester that you are not subject to backup withholding under 4 above (for reportable interest and dividend accounts opened after 1983 only).

Certain payees and payments are exempt from backup withholding. See *Exempt payee code*, later, and the separate Instructions for the Requester of Form W-9 for more information.

Also see *Special rules for partnerships*, earlier.

What is FATCA Reporting?

The Foreign Account Tax Compliance Act (FATCA) requires a participating foreign financial institution to report all United States account holders that are specified United States persons. Certain payees are exempt from FATCA reporting. See *Exemption from FATCA reporting code*, later, and the Instructions for the Requester of Form W-9 for more information.

Updating Your Information

You must provide updated information to any person to whom you claimed to be an exempt payee if you are no longer an exempt payee and anticipate receiving reportable payments in the future from this person. For example, you may need to provide updated information if you are a C corporation that elects to be an S corporation, or if you no longer are tax exempt. In addition, you must furnish a new Form W-9 if the name or TIN changes for the account; for example, if the grantor of a grantor trust dies.

Penalties

Failure to furnish TIN. If you fail to furnish your correct TIN to a requester, you are subject to a penalty of \$50 for each such failure unless your failure is due to reasonable cause and not to willful neglect.

Civil penalty for false information with respect to withholding. If you make a false statement with no reasonable basis that results in no backup withholding, you are subject to a \$500 penalty.

Criminal penalty for falsifying information. Willfully falsifying certifications or affirmations may subject you to criminal penalties including fines and/or imprisonment.

Misuse of TINs. If the requester discloses or uses TINs in violation of federal law, the requester may be subject to civil and criminal penalties.

Specific Instructions

Line 1

You must enter one of the following on this line; **do not** leave this line blank. The name should match the name on your tax return.

If this Form W-9 is for a joint account (other than an account maintained by a foreign financial institution (FFI)), list first, and then circle, the name of the person or entity whose number you entered in Part I of Form W-9. If you are providing Form W-9 to an FFI to document a joint account, each holder of the account that is a U.S. person must provide a Form W-9.

a. **Individual.** Generally, enter the name shown on your tax return. If you have changed your last name without informing the Social Security Administration (SSA) of the name change, enter your first name, the last name as shown on your social security card, and your new last name.

Note: ITIN applicant: Enter your individual name as it was entered on your Form W-7 application, line 1a. This should also be the same as the name you entered on the Form 1040/1040A/1040EZ you filed with your application.

b. **Sole proprietor or single-member LLC.** Enter your individual name as shown on your 1040/1040A/1040EZ on line 1. You may enter your business, trade, or "doing business as" (DBA) name on line 2.

c. **Partnership, LLC that is not a single-member LLC, C corporation, or S corporation.** Enter the entity's name as shown on the entity's tax return on line 1 and any business, trade, or DBA name on line 2.

d. **Other entities.** Enter your name as shown on required U.S. federal tax documents on line 1. This name should match the name shown on the charter or other legal document creating the entity. You may enter any business, trade, or DBA name on line 2.

e. **Disregarded entity.** For U.S. federal tax purposes, an entity that is disregarded as an entity separate from its owner is treated as a "disregarded entity." See Regulations section 301.7701-2(c)(2)(iii). Enter the owner's name on line 1. The name of the entity entered on line 1 should never be a disregarded entity. The name on line 1 should be the name shown on the income tax return on which the income should be reported. For example, if a foreign LLC that is treated as a disregarded entity for U.S. federal tax purposes has a single owner that is a U.S. person, the U.S. owner's name is required to be provided on line 1. If the direct owner of the entity is also a disregarded entity, enter the first owner that is not disregarded for federal tax purposes. Enter the disregarded entity's name on line 2, "Business name/disregarded entity name." If the owner of the disregarded entity is a foreign person, the owner must complete an appropriate Form W-8 instead of a Form W-9. This is the case even if the foreign person has a U.S. TIN.

Line 2

If you have a business name, trade name, DBA name, or disregarded entity name, you may enter it on line 2.

Line 3

Check the appropriate box on line 3 for the U.S. federal tax classification of the person whose name is entered on line 1. Check only one box on line 3.

IF the entity/person on line 1 is a(n) . . .	THEN check the box for . . .
• Corporation	Corporation
• Individual • Sole proprietorship, or • Single-member limited liability company (LLC) owned by an individual and disregarded for U.S. federal tax purposes.	Individual/sole proprietor or single-member LLC
• LLC treated as a partnership for U.S. federal tax purposes, • LLC that has filed Form 8832 or 2553 to be taxed as a corporation, or • LLC that is disregarded as an entity separate from its owner but the owner is another LLC that is not disregarded for U.S. federal tax purposes.	Limited liability company and enter the appropriate tax classification. (P= Partnership; C= C corporation; or S= S corporation)
• Partnership	Partnership
• Trust/estate	Trust/estate

Line 4, Exemptions

If you are exempt from backup withholding and/or FATCA reporting, enter in the appropriate space on line 4 any code(s) that may apply to you.

Exempt payee code.

- Generally, individuals (including sole proprietors) are not exempt from backup withholding.
- Except as provided below, corporations are exempt from backup withholding for certain payments, including interest and dividends.
- Corporations are not exempt from backup withholding for payments made in settlement of payment card or third party network transactions.
- Corporations are not exempt from backup withholding with respect to attorneys' fees or gross proceeds paid to attorneys, and corporations that provide medical or health care services are not exempt with respect to payments reportable on Form 1099-MISC.

The following codes identify payees that are exempt from backup withholding. Enter the appropriate code in the space in line 4.

- 1—An organization exempt from tax under section 501(a), any IRA, or a custodial account under section 403(b)(7) if the account satisfies the requirements of section 401(f)(2)
- 2—The United States or any of its agencies or instrumentalities
- 3—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities
- 4—A foreign government or any of its political subdivisions, agencies, or instrumentalities
- 5—A corporation
- 6—A dealer in securities or commodities required to register in the United States, the District of Columbia, or a U.S. commonwealth or possession
- 7—A futures commission merchant registered with the Commodity Futures Trading Commission
- 8—A real estate investment trust
- 9—An entity registered at all times during the tax year under the Investment Company Act of 1940
- 10—A common trust fund operated by a bank under section 584(a) 11—A financial institution
- 12—A middleman known in the investment community as a nominee or custodian
- 13—A trust exempt from tax under section 664 or described in section 4947

The following chart shows types of payments that may be exempt from backup withholding. The chart applies to the exempt payees listed above, 1 through 13.

IF the payment is for . . .	THEN the payment is exempt for . . .
Interest and dividend payments	All exempt payees except for 7
Broker transactions	Exempt payees 1 through 4 and 6 through 11 and all C corporations. S corporations must not enter an exempt payee code because they are exempt only for sales of noncovered securities acquired prior to 2012.
Barter exchange transactions and patronage dividends	Exempt payees 1 through 4
Payments over \$600 required to be reported and direct sales over \$5,000 ¹	Generally, exempt payees 1 through 5 ²
Payments made in settlement of payment card or third party network transactions	Exempt payees 1 through 4

¹ See Form 1099-MISC, Miscellaneous Income, and its instructions.

² However, the following payments made to a corporation and reportable on Form 1099-MISC are not exempt from backup withholding: medical and health care payments, attorneys' fees, gross proceeds paid to an attorney reportable under section 6045(f), and payments for services paid by a federal executive agency.

Exemption from FATCA reporting code. The following codes identify payees that are exempt from reporting under FATCA. These codes apply to persons submitting this form for accounts maintained outside of the United States by certain foreign financial institutions. Therefore, if you are only submitting this form for an account you hold in the United States, you may leave this field blank. Consult with the person requesting this form if you are uncertain if the financial institution is subject to these requirements. A requester may indicate that a code is not required by providing you with a Form W-9 with "Not Applicable" (or any similar indication) written or printed on the line for a FATCA exemption code.

A—An organization exempt from tax under section 501(a) or any individual retirement plan as defined in section 7701(a)(37)

B—The United States or any of its agencies or instrumentalities

C—A state, the District of Columbia, a U.S. commonwealth or possession, or any of their political subdivisions or instrumentalities

D—A corporation the stock of which is regularly traded on one or more established securities markets, as described in Regulations section 1.1472-1(c)(1)(i)

E—A corporation that is a member of the same expanded affiliated group as a corporation described in Regulations section 1.1472-1(c)(1)(i)

F—A dealer in securities, commodities, or derivative financial instruments (including notional principal contracts, futures, forwards, and options) that is registered as such under the laws of the United States or any state

G—A real estate investment trust

H—A regulated investment company as defined in section 851 or an entity registered at all times during the tax year under the Investment Company Act of 1940

I—A common trust fund as defined in section 584(a) J—

A bank as defined in section 581

K—A broker

L—A trust exempt from tax under section 664 or described in section 4947(a)(1)

M—A tax exempt trust under a section 403(b) plan or section 457(g) plan

Note: You may wish to consult with the financial institution requesting this form to determine whether the FATCA code and/or exempt payee code should be completed.

Line 5

Enter your address (number, street, and apartment or suite number). This is where the requester of this Form W-9 will mail your information returns. If this address differs from the one the requester already has on file, write NEW at the top. If a new address is provided, there is still a chance the old address will be used until the payor changes your address in their records.

Line 6

Enter your city, state, and ZIP code.

Part I. Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. If you are a resident alien and you do not have and are not eligible to get an SSN, your TIN is your IRS individual taxpayer identification number (ITIN). Enter it in the social security number box. If you do not have an ITIN, see *How to get a TIN* below.

If you are a sole proprietor and you have an EIN, you may enter either your SSN or EIN.

If you are a single-member LLC that is disregarded as an entity separate from its owner, enter the owner's SSN (or EIN, if the owner has one). Do not enter the disregarded entity's EIN. If the LLC is classified as a corporation or partnership, enter the entity's EIN.

Note: See *What Name and Number To Give the Requester*, later, for further clarification of name and TIN combinations.

How to get a TIN. If you do not have a TIN, apply for one immediately. To apply for an SSN, get Form SS-5, Application for a Social Security Card, from your local SSA office or get this form online at www.SSA.gov. You may also get this form by calling 1-800-772-1213. Use Form W-7, Application for IRS Individual Taxpayer Identification Number, to apply for an ITIN, or Form SS-4, Application for Employer Identification Number, to apply for an EIN. You can apply for an EIN online by accessing the IRS website at www.irs.gov/Businesses and clicking on Employer Identification Number (EIN) under Starting a Business. Go to www.irs.gov/Forms to view, download, or print Form W-7 and/or Form SS-4. Or, you can go to www.irs.gov/OrderForms to place an order and have Form W-7 and/or SS-4 mailed to you within 10 business days.

If you are asked to complete Form W-9 but do not have a TIN, apply for a TIN and write "Applied For" in the space for the TIN, sign and date the form, and give it to the requester. For interest and dividend payments, and certain payments made with respect to readily tradable instruments, generally you will have 60 days to get a TIN and give it to the requester before you are subject to backup withholding on payments. The 60-day rule does not apply to other types of payments. You will be subject to backup withholding on all such payments until you provide your TIN to the requester.

Note: Entering "Applied For" means that you have already applied for a TIN or that you intend to apply for one soon.

Caution: A disregarded U.S. entity that has a foreign owner must use the appropriate Form W-8.

Part II. Certification

To establish to the withholding agent that you are a U.S. person, or resident alien, sign Form W-9. You may be requested to sign by the withholding agent even if item 1, 4, or 5 below indicates otherwise.

For a joint account, only the person whose TIN is shown in Part I should sign (when required). In the case of a disregarded entity, the person identified on line 1 must sign. Exempt payees, see *Exempt payee code*, earlier.

Signature requirements. Complete the certification as indicated in items 1 through 5 below.

1. Interest, dividend, and barter exchange accounts opened before 1984 and broker accounts considered active during 1983.

You must give your correct TIN, but you do not have to sign the certification.

2. Interest, dividend, broker, and barter exchange accounts opened after 1983 and broker accounts considered inactive during 1983.

You must sign the certification or backup withholding will apply. If you are subject to backup withholding and you are merely providing your correct TIN to the requester, you must cross out item 2 in the certification before signing the form.

3. Real estate transactions. You must sign the certification. You may cross out item 2 of the certification.

4. Other payments. You must give your correct TIN, but you do not have to sign the certification unless you have been notified that you have previously given an incorrect TIN. "Other payments" include payments made in the course of the requester's trade or business for rents, royalties, goods (other than bills for merchandise), medical and health care services (including payments to corporations), payments to a nonemployee for services, payments made in settlement of payment card and third party network transactions, payments to certain fishing boat crew members and fishermen, and gross proceeds paid to attorneys (including payments to corporations).

5. Mortgage interest paid by you, acquisition or abandonment of secured property, cancellation of debt, qualified tuition program payments (under section 529), ABL accounts (under section 529A), IRA, Coverdell ESA, Archer MSA or HSA contributions or distributions, and pension distributions. You must give your correct TIN, but you do not have to sign the certification.

What Name and Number To Give the Requester

For this type of account:	Give name and SSN of:
1. Individual	The individual
2. Two or more individuals (joint account) other than an account maintained by an FFI	The actual owner of the account or, if combined funds, the first individual on the account ¹
3. Two or more U.S. persons (joint account maintained by an FFI)	Each holder of the account
4. Custodial account of a minor (Uniform Gift to Minors Act)	The minor ²
5. a. The usual revocable savings trust (grantor is also trustee) b. So-called trust account that is not a legal or valid trust under state law	The grantor-trustee ¹ The actual owner ¹
6. Sole proprietorship or disregarded entity owned by an individual	The owner ³
7. Grantor trust filing under Optional Form 1099 Filing Method 1 (see Regulations section 1.671-4(b)(2)(i)(A))	The grantor*
For this type of account:	Give name and EIN of:
8. Disregarded entity not owned by an individual	The owner
9. A valid trust, estate, or pension trust	Legal entity ⁴
10. Corporation or LLC electing corporate status on Form 8832 or Form 2553	The corporation
11. Association, club, religious, charitable, educational, or other tax-exempt organization	The organization
12. Partnership or multi-member LLC	The partnership
13. A broker or registered nominee	The broker or nominee

For this type of account:	Give name and EIN of:
14. Account with the Department of Agriculture in the name of a public entity (such as a state or local government, school district, or prison) that receives agricultural program payments	The public entity
15. Grantor trust filing under the Form 1041 Filing Method or the Optional Form 1099 Filing Method 2 (see Regulations section 1.671-4(b)(2)(i)(B))	The trust

¹ List first and circle the name of the person whose number you furnish. If only one person on a joint account has an SSN, that person's number must be furnished.

² Circle the minor's name and furnish the minor's SSN.

³ You must show your individual name and you may also enter your business or DBA name on the "Business name/disregarded entity" name line. You may use either your SSN or EIN (if you have one), but the IRS encourages you to use your SSN.

⁴ List first and circle the name of the trust, estate, or pension trust. (Do not furnish the TIN of the personal representative or trustee unless the legal entity itself is not designated in the account title.) Also see *Special rules for partnerships*, earlier.

*Note: The grantor also must provide a Form W-9 to trustee of trust.

Note: If no name is circled when more than one name is listed, the number will be considered to be that of the first name listed.

Secure Your Tax Records From Identity Theft

Identity theft occurs when someone uses your personal information such as your name, SSN, or other identifying information, without your permission, to commit fraud or other crimes. An identity thief may use your SSN to get a job or may file a tax return using your SSN to receive a refund.

To reduce your risk:

- Protect your SSN,
- Ensure your employer is protecting your SSN, and
- Be careful when choosing a tax preparer.

If your tax records are affected by identity theft and you receive a notice from the IRS, respond right away to the name and phone number printed on the IRS notice or letter.

If your tax records are not currently affected by identity theft but you think you are at risk due to a lost or stolen purse or wallet, questionable credit card activity or credit report, contact the IRS Identity Theft Hotline at 1-800-908-4490 or submit Form 14039.

For more information, see Pub. 5027, Identity Theft Information for Taxpayers.

Victims of identity theft who are experiencing economic harm or a systemic problem, or are seeking help in resolving tax problems that have not been resolved through normal channels, may be eligible for Taxpayer Advocate Service (TAS) assistance. You can reach TAS by calling the TAS toll-free case intake line at 1-877-777-4778 or TTY/TDD 1-800-829-4059.

Protect yourself from suspicious emails or phishing schemes.

Phishing is the creation and use of email and websites designed to mimic legitimate business emails and websites. The most common act is sending an email to a user falsely claiming to be an established legitimate enterprise in an attempt to scam the user into surrendering private information that will be used for identity theft.

The IRS does not initiate contacts with taxpayers via emails. Also, the IRS does not request personal detailed information through email or ask taxpayers for the PIN numbers, passwords, or similar secret access information for their credit card, bank, or other financial accounts.

If you receive an unsolicited email claiming to be from the IRS, forward this message to phishing@irs.gov. You may also report misuse of the IRS name, logo, or other IRS property to the Treasury Inspector General for Tax Administration (TIGTA) at 1-800-366-4484. You can forward suspicious emails to the Federal Trade Commission at spam@uce.gov or report them at www.ftc.gov/complaint. You can contact the FTC at www.ftc.gov/idtheft or 877-IDTHEFT (877-438-4338). If you have been the victim of identity theft, see www.IdentityTheft.gov and Pub. 5027.

Visit www.irs.gov/IdentityTheft to learn more about identity theft and how to reduce your risk.

Privacy Act Notice

Section 6109 of the Internal Revenue Code requires you to provide your correct TIN to persons (including federal agencies) who are required to file information returns with the IRS to report interest, dividends, or certain other income paid to you; mortgage interest you paid; the acquisition or abandonment of secured property; the cancellation of debt; or contributions you made to an IRA, Archer MSA, or HSA. The person collecting this form uses the information on the form to file information returns with the IRS, reporting the above information. Routine uses of this information include giving it to the Department of Justice for civil and criminal litigation and to cities, states, the District of Columbia, and U.S. commonwealths and possessions for use in administering their laws. The information also may be disclosed to other countries under a treaty, to federal and state agencies to enforce civil and criminal laws, or to federal law enforcement and intelligence agencies to combat terrorism. You must provide your TIN whether or not you are required to file a tax return. Under section 3406, payers must generally withhold a percentage of taxable interest, dividend, and certain other payments to a payee who does not give a TIN to the payer. Certain penalties may also apply for providing false or fraudulent information.